

MINUTES OF MARTHAM PARISH COUNCIL MEETING

Held at the Community Centre, Playing Field Lane, Martham on Wednesday 20 April 2022 at 7.30pm

Public Participation

Members of the Local History Group were in attendance. A request for assistance in relation to the production of a Jubilee leaflet was made intended for distribution to all houses in Martham. Council shared many ideas in which additional funds may be raised to support their work and agreed to share details more widely including the website to encourage donations. **Action: Clerk**

1. ATTENDANCE - To consider apologies and note those present.

Present: Cllrs Hooper (Chair), Bradford, Fossey, Sayer, Pallett, Bye and Watson. Three members of the public were in attendance and the Parish Clerk. Apologies: Cllr Roberts—work commitments, Cllr Huxtable—previous engagement and Cllr Smith—safety concerns.

2. COOPTION – It was noted all council vacancies had been filled. The Clerk informed Council permission had given to hold expressions of interest details received for future vacancies.

3. DECLARATIONS OF INTEREST AND DISPENSATIONS

Councillors wished to remind Council that Cllr Bradford has a declaration of interest in place as Chair of Martham Coronation Recreation Ground Playing Field Committee and Cllr Watson as Vice Chairman.

Cllrs Watson and Starkings are allotment plot holders.

Cllrs Hooper and Bradford are members of the Boat Dyke Trust.

Cllr Sayer is a member of the Cricket Club.

4. MINUTES OF PREVIOUS MEETING

The minutes of the Parish Council meeting held on 16 March 2022 were AGREED as a true and accurate record with the Chairman signing at the meeting, PROPOSED Cllr Bye, seconded Cllr Watson, all in favour.

5. MATTERS ARISING FROM PREVIOUS MINUTES

Cllr Bradford gave an update of the concrete pad quote received to be discussed under financial matters.

6. CLERK'S REPORT - to Clerk report for April 2022 was noted.

7. CORRESPONDENCE/CONSULTATIONS

8. PLANNING

8.1 To consider applications and decisions received from Great Yarmouth Borough Council (GYBC)

Applications for comment:

06/22/0197/O: Mill Barn Hemsby Road Martham NR29 4QQ. Resubmission of Outline application pp 06/20/0605/O to replace existing barn conversion with dwelling, set back and including new vehicular access/highway improvements.

Council Decision: No objections were raised. Council also AGREED to send a request to the GYBC Development Control Committee for Parish Council representation at the appropriate meeting.

06/22/0174/F: St Mary the Virgin Church Black Street Martham NR29 4PR. Proposed installation of 4No. small antennas to be located externally within the castellation of the tower; ancillary works as appropriate.

Council Decision: No objections

06/22/0142/F: Rectory House Repps Road, Martham, NR29 4RA. Proposed conversion of garage/games room outbuilding to granny annexe. **Council Decision:** No objections

8.2 Decisions received made by GYBC:

06/22/0082/PAD: Rectory Farm Low Road, Martham, NR29 4RE Prior approval application for proposed change of use of agricultural buildings to 5 no. dwellinghouses. **REFUSED**

06/22/0032/PDE: 4 Pyman Close, Martham, NR29 4UR. Application for prior approval - larger home extension - single storey rear. **APPROVED**

8.3. To consider applications and decisions received from The Broads Authority [planning](#):

BA/2022/0082/FUL: Proposal for a replacement dwelling and erection of boat house Address: 45-45A, Riverside, Martham, Norfolk. **APPROVED WITH CONDITIONS.**

9. VILLAGE MATTERS

9.1. Speed Watch Group

Consideration was given for investigating a traffic survey to improve 'Road Safety' in the village. It was RESOLVED, PROPOSED Cllr Fossey, seconded Cllr Watson, to progress. **Action: Cllr Fossey**

9.2. Queens Jubilee Event – Cllr Pallett gave an update on progress made with all bookings confirmed. Cllrs AGREED to attend to ensure all Health and Safety requirements were adhered to. **Action Cllrs**

10. FINANCIAL MATTERS

10.1 Finance – the bank balances, income and bank reconciliation to 31 March 2022 were received.

10.2 Expenditure payments for April 2022 were also received, it was RESOLVED, PROPOSED Cllr Bradford, seconded Cllr Starkings, all in favour to agree the schedule of payments.

10.3 Insurance costs - to consider for Martham Fun Carnival – next meeting.

11. ADMINISTRATION

11.1 It was RESOLVED, PROPOSED Cllr Bradford, seconded Cllr Starkings all in favour to agree the Council Policies reviewed for the month which include: Health and Safety Policy, Lone Working Policy, Sickness Policy, Equality and Diversity Policy, Training and Development Policy, Flexible Working Policy, Grievance Policy, Disciplinary Policy, Anti-Harassment and Bullying Policy and Annual Leave Policy.

12. ITEMS FOR NEXT AGENDA – Parking matters

13. NEXT MEETING - Annual Parish Meeting scheduled for Wednesday 4 May 6.30pm and to be held in the Community Centre, Playing Field Lane, Martham – all welcome to attend.

13. It was RESOLVED, PROPOSED Cllr Hooper, seconded Cllr Starkings to exclude the press and public from the meeting as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

14. STAFFING MATTERS

14.1. The minutes of the Personnel Committee meeting held on Thursday 7 April 2022 were noted.

14.2. Recommendations made by the Personnel Committee were AGREED. It was RESOLVED, PROPOSED Cllr Bradford, seconded Cllr Starkings, all in favour to recruit a part-time Finance Assistant.

The meeting finished at 8.45pm

SignedThe Chairman.....

Payments List April 2022

Staff employment costs	HR	HMRC/PAYE/NI/PENSION	£3,837.77	BACS
Rodney Scott Gardening	Open spaces	Litter Picking	£180.00	BACS
Clerk Expenses	Administration	Zoom	£14.39	BACS
Clerk Expenses	Administration	Resources	£3.49	BACS
Acle Garden Machinery	Open spaces	Lawnmower Service	£128.76	BACS
EKS	Open spaces	Litter Picking	£278.58	BACS
Norse Waste solutions	Administration	Bin Rental Church	£76.68	BACS
Norse Waste solutions	Administration	Bin Rental Church	£52.32	BACS
Norse Waste solutions	Administration	Bin Rental CC	£31.32	BACS
Norse Waste solutions	Administration	Bin Rental CC	£33.12	BACS
East Anglian Play Bus	Administration	Jubilee Event	£364.50	BACS
Sunshine Artists	Administration	Jubilee Event	£140.00	BACS
Martham DIY	Open spaces	Village Maintenance	£22.46	BACS
Martham DIY	Open spaces	Communications	£25.30	BACS
Norfolk County Council	Open spaces	PP 50/50 Scheme	£2,000.80	BACS
Vantech Media	Administration	Domain name	£105.00	BACS
Anglia Boiler Maintenance	Comm-Centre	Annual Service	£269.78	BACS
Norfolk County Council	Open spaces	Allotment Rent	£580.00	BACS
Viking	Comm-Centre	Cleaning Supplies	£62.03	BACS
Viking	Open spaces	Annual Litter pick	£94.35	BACS
Environment Agency	Open spaces	Drainage charges	£15.72	BACS
SLCC Norfolk	Administration	Resources	£33.80	BACS
TSHost	Administration	Website Admin	£94.60	BACS
Maple Tree Services	Open spaces	Tree Felling	£80.00	BACS
Jeff Watson	Open spaces	Bench Concrete Pad	£320.00	BACS
BT Group	Administration	Telephone Feb	£74.04	DD

£8,918.81

Income

Martham Boat Dyke Trust	Open spaces	Jubilee Grant	£200.00	BACS
GYBC Precept	Administration	Precept	£39,339.50	BACS
Stalham Town Council	Administration	Marquee Hire	£25.00	BACS
Alford Storage & T	Administration	Recycling Credits	£3.00	BACS

Total

£39,567.50