

## **MINUTES OF MARTHAM PARISH COUNCIL MEETING**

Held at the Community Centre, Playing Field Lane, Martham  
Wednesday 9 August 2023 at 7.30pm

### **106/23: PUBLIC PARTICIPATION**

No questions or presentations were received from members of the public. No reports were received from Norfolk County Council (NCC) and Great Yarmouth Borough Council (GYBC) Councillors.

### **107/23: ATTENDANCE**

Present: Cllrs Bradford, Bye, Coates, Fossey (Chair), Hooper, Pallett, Smith, and Sayer.  
Apologies: were received from Cllr Starking's – other commitment.  
Cllrs Huxtable and Watson – absent.

### **108/23: DECLARATIONS OF INTEREST AND DISPENSATIONS**

No new declarations were made, or dispensations were granted.

### **109/23: MATTERS ARISING FROM PREVIOUS MINUTES** – no new updates.

### **110/23: MINUTES OF PREVIOUS MEETING**

The minutes of the Parish Council meeting held on 19 July 2023 were signed by the Chairman as an accurate record.

### **111/23: CORRESPONDENCE/CONSULTATIONS/REPORTS/SURVEYS**

To discuss correspondence received in relation to the Village matters:

#### **Maintenance of Trees on the Green**

The Clerk clarified the situation with the Tree on the Green. Great Yarmouth Borough Council had confirmed that the issue was the responsibility of the homeowner and BT. As the tree is located in a Conservation Area the Parish Council are unable to undertake any work without planning permission which has not been granted.

### **112/23: ROLES AND RESPONSIBILITIES**

To receive updates on roles and responsibilities

**Village Hall** – Cllr Bye gave an update. The Village Hall Committee are putting in a replacement boiler.

**Patient Participation Group** – Cllr Smith has signed up.

**Events Working Groups** – Cllr Pallett gave an update on the latest working group meeting. The Village Green Hire Terms and Conditions require a thorough review. Final amendments to the policy are in progress. The group will meet again to confirm the final changes.

**Action: Working Group**

### **113/23: ACTIONS LOG**

An update on previously agreed actions was received – ongoing.

### **114/23: PROJECTS**

**Defibrillators Project** - a project proposal was considered. It was **RESOLVED** to progress with the proposal and to draft a letter requesting support.

**Action: Clerk**

**Electric Vehicle Charging Project** – no further update.

## 115/23: PLANNING

**Great Yarmouth Borough Council** - to consider applications not previously received [GYBC](#)

**06/23/0526/TCA:** Martham Old Mill Ltd Back Lane Martham NR29 4PE,

**Proposed works to trees** - T1 - Pittosprum - Crown reduce by approx 1m in height and shorten side branches, T2 - Tony Aster - Crown reduce by approx 1m in height and shorten side branches; Crown raise by 3m; works to hedge both trees - reduce height by approx 2m.

Council comment: No objection

## Great Yarmouth Borough Council

To note decisions received. **None**

## Broads Authority

To consider applications and note decisions received. **None**

## Norfolk County Council

To consider applications and note decisions received. **None**

## 116/23: VILLAGE MATTERS

**Car Park Repairs** - to discuss status and repair of the Council owned car park.

Cllrs had raised issues in relation to the surface of the car park. The Clerk indicated that once the Coop had confirmed their position with the contribution previously made a further update will made. **Clerk**

**Damage to the Village Green** - to discuss the use and damage from car parking. Cllrs

Cllrs PROPOSED to get quotes from a Fencing Company to install posts on the Green. **Clerk**

**Village Presentation** - to discuss and agree the date for the 'village walk around' - Date to be agreed September/October 2023. **Cllrs/Clerk**

## 117/23: FINANCIAL MATTERS

11.1 Income, bank balances and reconciliation received was **AGREED**.

11.2 Presented expenditure payments were **AGREED**.

### Payments List August 2023

<u>Payee</u>	<u>Code</u>	<u>Description</u>	<u>Amount</u>
V. Smith	Community Centre	First Aid Box Supplies	£70.49
EKS	Open spaces	Litter Picking	£342.04
Staffing	HR	HMRC/PENS/PAYE & NI	£3,386.14
Rodney Scott Gardening	Open spaces	Litter Picking	£287.50
Clerk Expenses	Administration	Zoom/Stationary	£15.59
Plan Communications	Administration	Mobile Phone	£45.00
L. Pallett	Open spaces	Bench Repair Supplies	£24.07
Norse	Community Centre	Bin Rental	£7.50
URM	Recycling	Open Spaces	£77.76
			<u>£4,256.09</u>

## 118/23: ADMINISTRATION

To discuss any administrative matters relating to the month of August 2023. **None**

To discuss the draft Four-Year Plan and agree further additions. Council discussed the plan and agreed to the additions raised. It was **RESOLVED** to adopt the plan with regular review. **Cllrs/Clerk**

**119/23: FOOTPATHS** - To receive an update from Cllr Watson on the monthly checklist – next meeting.

**120/23: EXCLUSION OF THE PRESS AND PUBLIC**

To pass a resolution excluding the press and public from the meeting under the Public Bodies (Admissions to Meetings) Act 1960 on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of any items of business to be transacted. **No business was tabled for discussion.**

**121/23: NEXT FULL COUNCIL MEETING**

The date of the next full council meeting was confirmed as Wednesday 20 September 2023.

The meeting closed at 8.55pm

Chairman.....

Date.....

DRAFT