

MINUTES OF MARTHAM PARISH COUNCIL MEETING

Held at the Community Centre, Playing Field Lane, Martham
Wednesday 20 September 2023 at 7.30pm

PUBLIC PARTICIPATION

Three members of the public were in attendance.

Village volunteer Steve gave updates on three matters including:

Litter: concerns were raised about the appearance of around the central area of the village. It agreed to write a polite reminder to businesses. **Clerk**

Garden Club - water butts provided by the Parish Council will be installed imminently.

Dissenters Graveyard – grass has been cut and raked off. The railings require attention to approve the appearance. The Baptist Church will be providing a bench to allow people to enjoy the rewilding areas.

SMEE – the current struggling to get volunteers as the work is becoming need advice. A group from Acle had attended to offer support. Suggestions were made for a Village Volunteer Day for volunteers - Planning – a contribution was made regarding the application on Repps Road with the proposal for 175 houses.

Reports from Norfolk County Council (NCC) and Great Yarmouth Borough Council (GYBC) Councillors.

Councillors highlighted how disappointed they were with lack of District Councillors attending meetings for over six months. A further request was made to send a request to attend. **Clerk**

122/23: ATTENDANCE - Cllrs Starkings (Chair), Bradford, Huxtable, Bye, Sayer, Pallett, Smith, Coates, Hooper, and Watson. Apologies were accepted from Cllr Fossey – other engagement.

123/23: DECLARATIONS OF INTEREST AND DISPENSATIONS

No new declarations of interest or request for dispensations were made.

124/23: MATTERS ARISING FROM PREVIOUS MINUTES – for information only.

Car Park Repairs - the status and repair of the Council owned car park was discussed. The Clerk gave an update on the surface repairs whilst a response from the Coop was received. Cllr Pallett volunteered to spray paint the areas whilst further investigation takes place and a formal response is received from the appropriate representative. **Cllr Pallett**

Damage to the Village Green - exact details of what the council wishes to install are now required. Clerk recommended council consider the options presented – next meeting. **Clerk**

Double yellow lines have been reported to Norfolk County Council - noted.

Presentation of the Village - - potential dates in September, October, and November 2023 were agreed for the village walk around' to coincide with the litter-picking contract review. It was also agreed to Contact the builders opposite the Doctors Surgery who are littering. **Cllrs/Clerk**

Cllr Pallett suggested a local village volunteer day. Date confirmed as 11 November 2023. A Volunteers Day for SMEE Support where the Scouts or school children who are completing their volunteer Duke of Edinburgh Award could be invited. The date of 11 November 2023 was confirmed. Cllr Pallett volunteered to design a poster for the event and Cllrs Bradford and Smith agreed to add to the social media channels. **Cllrs Pallett/Smith/Bradford**

125/23: MINUTES OF PREVIOUS MEETING

It was **RESOLVED**, PROPOSED Cllr Bradford, Seconded Cllr Sayer to confirm the accuracy of the minutes of the Parish Council meeting held on 9 August 2023.

126/23: CORRESPONDENCE/CONSULTATIONS/REPORTS/SURVEYS

To discuss correspondence received in relation to the Village matters:

Maintenance of Trees on the Green – The Clerk gave an update on the recent tree issue which had been resolved by Cllr Pallett.

127/23: ROLES AND RESPONSIBILITIES - REPORTS

To receive updates on roles and responsibilities:

SNAP (Safer Neighbourhood Action Panel) Priority Setting meeting for Rural Flegg and the Caister & Costal villages. The next meeting will take place on Thursday 14 September 2023, between 7 - 8pm at Scratby Village Hall, Beach Road, Scratby.

Speed Reduction Group: written report from Cllr Fossey (previously circulated)

'The summer holidays have been a busy time for most of us for one reason or another, but I am hoping that we can once again get some more regular sessions up and running again soon. I have forwarded you the email from Julie, the Norfolk, and Suffolk CSW Co-ordinator, it has information regarding new system being introduced to use the data we produce. Hopefully, this will lead to more focused action all round and put us a step closer to getting people to slow down through our village.

I am also aware that we haven't been able to spread out CSW sessions over a wider timeframe, hoping to change that too but we currently only have six volunteers. I do intend to try and recruit more, if any of you know anyone that might be interested, please let me know.

I also need to have a deputy for my role as the group coordinator so that I when I am not available there is someone else who can run the session, take the equipment, and submit the results. (If submitting the results is an issue then I can do this if I am sent the information recorded on the session). Any volunteers?

Health: Cllr Smith gave an update on her role as Health Representative and the recent Flu Jab and Covid injections which had seen some confusion in the village as two separate queues and late notice from GOV The medical centre had stated that the average time to answer the phone time is 15 minutes and it is best to call after 11am. The full allocation of doctors is complete. Housing developments are causing additional increase in need for services.

128/23: ACTIONS LOG

An update on previously agreed actions – previously circulated. Noted.

129/23: PROJECTS

Defibrillators Project - to receive an update on the project plan – Cllr Coates/Clerk

Councillors discussed the clear need for the village to have access to an additional working defibrillator. It was felt that would be a sensible solution to install one at a more central site. Heart to Heart Charity have highlighted the Fire Station are willing to have it installed. The initial cost of £1500 would need to be provided by the Council whilst funds are raised and then ring-fenced for the project to cover the initial cost not budgeted for. It was **PROPOSED** Cllr Coates, seconded Cllr Starkings and **UNANIMOUSLY AGREED** to pay the cost of £1500 payment out of the reserves budget and to set up a suitable account to receive further donations.

Electric Vehicle Charging – application successful with more details to follow.

130/23: PLANNING

Great Yarmouth Borough Council

9.1. To consider applications received [GYBC](#).

Great Yarmouth Borough Council

06/23/0505/HH: Proposal: Front and rear extensions to bungalow and replacement of rear flat roofs with pitched roofs, 8 Rowan Road, Martham.

Council Comments: No objection

06/23/0567/F: Proposal: construction of 176 dwellings (Class C3) with associated access, off-site highways work, drainage, public open space, landscaping, and associated infrastructure. Land south of Repps Road and Rising Way Martham.

Council comments: Recommendation for the roundabout to go in first, extend the 30 mph.

06/23/0507/F: Proposal: construction of 65 affordable dwellings (Class C3) with associated access, off-site highways work, drainage, public open space, landscaping, and associated infrastructure. Land off Staithe Road Martham Great Yarmouth NR29 4PY.

Council comments: Junction from Somerton Road is an area of concern. Request for a 20-mph speed limit, sleeping policeman from the end of staithe road and junction to the primary school AGREED. In addition to also include a one-way system from Southwest to Northeast. AGREED.

Decisions received

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 - Cotoneaster - 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 – **GYBC DECISION – NO OBJECTION**

Broads Authority applications

BA/2023/0354/HOUSEH: Proposal to raise existing timber bungalow by 225mm. Raise site level by 50mm. Replace 57m timber quay heading. Mindanao, 48B Riverside, Martham, Norfolk.

Council Comments: No objection, however the Parish Council request that any material is brought in by barge instead of road due to previous damage.

Norfolk County Council - to consider applications and note decisions received – none.

Design Code Supplementary Planning Document. Final Draft Great Yarmouth Borough-.Wide Design Code Supplementary Planning Document (SPD) for a further 4 weeks, ending on Friday 13th October 2023. The final draft SPD and supporting documents will remain viewable on the Borough Council's website: <https://www.great-yarmouth.gov.uk/planning-consultations>

131/23: VILLAGE MATTERS

To consider any village matters arising in the month

Remembrance Day 2023 – to note the date of Sunday 12 November 2023 and Councillors attending the service to lay a wreath.

132/23: FINANCIAL MATTERS

a) To receive income, bank balance and reconciliations – Cllrs

Income: Nationwide Interest - £39.05, Astco Recycling - £30.00, Total: £69.05

Bank Balance: £55,214.30 (£30,000 – Reserves balance)

b) Expenditure payments of £3,767.26 were AGREED.

| <u>Payee</u> | <u>Description</u> | <u>Amount</u> |
|---------------------------|-----------------------------|-------------------------|
| Staffing | HMRC/PENS/PAYE & NI | £2,176.04 |
| Rodney Scott Gardening | Litter Picking | £310.00 |
| PC Expenses | Zoom/Stationary & Resources | £15.59 |
| PC Expenses | CG Travel | £33.30 |
| EKS | Litter Picking | £342.04 |
| Plan Communications | Mobile Phone | £45.00 |
| Anglia Boiler Maintenance | Repairs | £90.00 |
| Norse | Bin Rental | £6.00 |
| Viking Supplies | Projector and Supplies | £409.34 |
| BT | Office Phone | £64.74 |
| URM | Recycling costs | £34.56 |
| Martham DIY | Water Butts | £102.72 |
| Flower Gallery | Wreath | £30.00 |
| Wave | Utilities | £26.42 |
| Wave | Utilities | £17.51 |
| Scotts Landscaping | Tree Debris Clearance | £40.00 |
| SMEE Group | Brushcutter Fuel | £24.00 |
| | | <u>£3,767.26</u> |

133/23: ADMINISTRATION

a) To discuss any administrative matters relating to the month of September 2023

Allotments Theft – a significant amount of produce had been stolen from the village allotment site. It was **RESOLVED** to obtain costs for the installation of a suitable gate. Budget to fit within the Clerks delegated sum. In addition, further investigation is required to look at the feasibility of installing a table for excess produce, as Cllrs highlighted the impacts of the current economic climate.

b) To receive an update on the Four-Year Plan and agree further additions – in progress

c) To consider any policies raised for adoption or review – Cllrs

Hire of the Village Green Policy was discussed. Cllr Pallett requested additional input and comments from Cllrs over the next week. Councillor Hooper added the additional consideration to the Enclosures Award Act, Cllr Starking's added wider use of the green relating to historical use and Cllr Coates added the need for Health and Safety certification for hirers.

Cllr Pallett/Clerk

134/23: FOOTPATHS - No update on the monthly checklist was received, however Cllr Watson highlighted how the Sandy Lane footpath was in a state. The Clerk reminded Council of the process agreed by council in 2018, which was implemented after significant increase in complaints were received at this time. The Clerk gave a recommendation to undertake a review of the process as the complaints into the council office continued to escalate. It was suggested that the council strimmer purchased to address the issue at this time, could be used to undertake interim cuts in addition to the paid schedule, if a suitable and alternative volunteer came forward. Cllr Watson declared he wanted to resign from this area of council responsibility

Clerk

135/23: EXCLUSION OF THE PRESS AND PUBLIC - no matters were raised; however, it was RESOLVED to extend the meeting beyond the time stated in the Standing Order to allow further discussion on the final agenda items.

136/23: ALLOTMENT RENT REVIEW

The recent rent review undertaken by Norfolk County Council has resulted in an annual increase of £240 from £1160 to £1400.

136/23: NEXT FULL COUNCIL MEETING

The date of the next full council meeting was confirmed as Wednesday 18 October 2023.

The meeting closed at 9.38pm

Chairman.....

Date.....