

# MINUTES OF MARTHAM PARISH COUNCIL MEETING

Held on Wednesday 18 October 2023 at 7.30pm

## PUBLIC PARTICIPATION

Four members of the public were in attendance.

**Planning:** a member of the public offered his congratulations to the Parish Council for their ongoing work for a roundabout to be added to the village as a large increase in new dwellings is expected. Further discussion took place on additional road infrastructure and boundary roads for surrounding villages. The Chairman confirmed that Norfolk County Council Highways were the Statutory Consultees for this area and Great Yarmouth Borough Council are the local Planning Authority, encouraging residents to share their own views alongside the Parish Council here: [Great Yarmouth Borough Council Planning Application Comments](#)

**Speeding:** a member of the village hall committee was in attendance and raised concerns about the lack of visibility to the entrance and exit of the village hall car park. Cllr Fossey who leads the 'Speed Reduction Awareness Group' had previously mentioned the possibility of having this area assessed as a speed watch location as speed was also highlighted as a concern. In the interim Cllr Andy Grant agreed to see if a 'hidden entrance' sign was possible when he meets with the Highways Engineer in early November 2023.

Cllrs Fossey/Grant

## Norfolk County Council (NCC) and Great Yarmouth Borough Council (GYBC) Councillors

An update was received from NCC and GYBC Councillor Andy Grant, who apologised profusely, for lack of recent attendance.

- A visit with Norfolk Highways Engineer is being organised for the first week of November. The exact date will be confirmed with the Clerk and all Cllrs are welcome to attend. Cllr Smith suggested for Cllrs to email any issues to the Clerk in advance of this meeting.
- Cllr Grant confirmed he would be happy to contribute to the 50/50 Parish Partnership application for a SAM2 Sign from his Highways budget. He added that £5000, has been allocated for a survey to look at accessible use of bus stops, in the previous financial year.

## 137/23: ATTENDANCE

Present: Cllrs B Fossey (Chair), G Bye, P Hooper, I Bradford, V Smith, A Sayer, TWatson, S Coates and C Starkings. Apologies were received from Cllr Lee Pallett – noted. Cllr Huxtable - absent

## 138/23: DECLARATIONS OF INTEREST AND DISPENSATIONS

Cllrs Sayer, Bye, Watson and Starking's declared an interest as 'Allotment Committee Member' plot holders.

## 139/23: MATTERS ARISING FROM PREVIOUS MINUTES – for information only.

A point was raised from the September 2023 meeting minute: *130/23/PLANNING item number 06/23/0567/F: Proposal for 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.*

Cllr Hooper clarified 'of the 176 houses in the application, 47 - nearly 28% (rounded up) houses were allocated for Social Housing'.

### **140/23: MINUTES OF PREVIOUS MEETING**

The minutes of the Parish Council meeting held on 20 September 2023, were signed and confirmed as true and accurate by the Vice-Chairman and council members present at the meeting.

### **141/23: CORRESPONDENCE/CONSULTATIONS/REPORTS/SURVEYS**

Correspondence received in relation to the Village matters. Two items of communication in relation to Back Lane Pond were discussed.

- a) Congratulations were received on the success of the planting of Back Lane Pond in 2018. 'Before' and 'after' photos can be found on website here:  
[http://marthamnorfolk.co.uk/?page\\_id=371#bracey](http://marthamnorfolk.co.uk/?page_id=371#bracey)
- b) A resident felt concerned about the growth of the Pampas Grass which has been planted around the pond. They stated that *"when the refurbishment took place it was to restore the pond back to a village pond and plant with British species only, which was accomplished. The Pampas Grass which has been subsequently planted is highly invasive and is beginning to smother the reeds which are /only now getting established"*.

Cllr Hooper suggested setting up a working party to clear the pampas grass, he agreed to lead on this and contact Cllr B Huxtable who had worked on the original pond project. Cllr Bye agreed to be part of the working party to help clear the nettles.

**Cllrs Hooper and Bye**

### **142/23: REVIEW OF POLLING DISTRICTS AND POLLING PLACES 2023**

GYBC informed the council that every district council is required to undertake and complete a review of all polling districts and polling places within its boundary at least once every five years. The last review was completed in January 2020. Consultation begins 9 October 2023 and ends on 16 November 2023. Details are also available on the GYBC's website at: [www.great-yarmouth.gov.uk/electionsandvoting](http://www.great-yarmouth.gov.uk/electionsandvoting). **Noted**

### **143/23: ROLES AND RESPONSIBILITIES - REPORTS**

An update on roles and responsibilities was received.

#### **Parking on the Green**

A long discussion took place on the options available to address the increasing damage on the green, from parked cars. A map displaying the locations experiencing the most problems and drafted by Cllr Smith, was tabled. A quote obtained for installing concrete posts or wooden fencing posts was discussed. It was deemed a high price solution, as more parts of the green will need to be addressed if parking continues.

**Finance Committee**

#### **Footpaths**

Cllr Watson declared that he wanted to 'withdraw' his previous resignation from the Footpaths Working Group. He declared he would continue to undertake the required monthly task of checking if the village footpath cutting had been completed by contractors – grass cutting season is from March -October 2024. He stated that he no longer wants to be involved with the idea of interim cutting. The list of roles would require updating once again.

**Clerk**

#### **Emergency Resilience Plan**

Cllrs Fossey and Coates gave an update on a recent meeting with an expert in emergency management at a national and strategic level. It was suggested that a working party should be set up to review the current plan and put some practical and achievable measures in place. **Cllrs Fossey/Coates/Smith and the Clerk**

### **144/23: ACTIONS LOG**

An update on previously agreed actions (previously circulated) was discussed.

Village Volunteer Day – Saturday 11 November 23. Posters to go on noticeboards and social media.

Village Green Damage – Cllr Starking's highlighted how the council still has another option with a number of durable posts in storage which could also be given further consideration.

External Communications Process and Policy Review Group date – still to be confirmed with a date in December 2023.

### **145/23: PROJECTS – to receive any project updates.**

**SMEE** – Following the discussion at the September meeting, Steve (lead volunteer) has designed and distributed a poster to encourage more people in the village to help on the Smee. He has also contacted a charity with a focus on volunteering support to see if they would be able to help too.

**Defibrillator Project** – councillors are waiting for confirmation of the delivery of a unit, from Heart to Heart to launch the project and confirm training. Donations will offset the initial outlay of a unit and continue to pay for additional units in prime locations across the village.

### **146/23: PLANNING**

#### **Great Yarmouth Borough Council**

To consider applications received [GYBC](#)

**06/23/0688/HH:** Proposed single storey side extension. Rectory House, Repps Road, Martham, NR29 4RA.

**Council comments: NO OBJECTION.**

Request for consideration to be given of the impact of construction traffic on the village.

To note decisions received

#### **Broads Authority applications**

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

#### **Norfolk County Council**

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

### **147/23: VILLAGE MATTERS**

To consider any village matters arising in the month

Village Walk Around – a date had been confirmed however may need to be changed in light of warning of storm weather.

### **148/23: FINANCIAL MATTERS**

Income of £55.56 - interest, and bank balance reconciliation of £51,650.34 to 30 September 2023.

Expenditure payments of £5,162.47\* were agreed.

### **149/23: ADMINISTRATION**

To discuss any administrative matters relating to the month of October 2023

- The date of the Finance Committee was confirmed as Wednesday 29 November 2023 – 7.30pm

### **150/23: ALLOTMENTS**

Consideration was given to the recommendations made by the Working Group. The Allotment Working Group meeting held at 6.30pm on 18 October 2023 made the following recommendations and it was RESOLVED to:

- Install a gate at the allotment site with a maximum budget of £500.00.
- Make no changes to allotment plot holder hire agreements.
- Make no changes to plot costs.

Plot costs stay the same as the previous year and £50 for a full plot and £26 for a half plot. It was agreed for all invoices to be hand delivered to addresses located in the village to save money on postage and avoid the postal strikes of last year. Plot holders who live outside the village will receive a posted agreement. Cllr Sayer agreed to undertake this task. **Cllr Sayer**

**Payments:** more details can be found on the Parish Council website here:

<http://marthampc.org.uk/parish-council/allotments/>

BACS – details on your invoice (please include your name and plot number making payment).  
 Cheques - send to Martham Parish Council, Community Centre, Playing Field Lane, Martham, NR29 4SP.  
 CASH – in person by visiting the Community Centre on Saturday 25 November from 12-2pm.

**Cllrs Bye/Sayer/Watson**

**151/23: EXCLUSION OF THE PRESS AND PUBLIC**

No resolution was made to exclude 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.

**152/23: NEXT FULL COUNCIL MEETING**

- The next Full Council meeting was confirmed as Wednesday 15 November 2023 – 7.30pm
- The next Finance Committee meeting was confirmed as Wednesday 29 November 2023 - 7.30pm

The meeting closed at 8.42pm

Chairman..... Date.....

**\*October Payments**

Human Resources	HMRC/PENS/SALS	3386.14
Rodney Scott Gardening	Litter Picking	266.25
PC Expenses	Zoom	15.59
EKS	Litter Picking	342.04
Plan Communications	Mobile Phone	45
Norse	Bin Rental	7.5
BT	Office Phone	64.74
URM	Recycling costs	85.54
URM	Recycling costs	8.64
Martham DIY	Cleaning mats + keys	40.46
Expenses V. Smith	Website pack	114.48
Norfolk County Council	Rent	580
Southern Electric	Utilities	1398.19
Unity service charge	Standing Charges	18
		<u>£5,162.47</u>