

MINUTES OF MARTHAM PARISH COUNCIL MEETING

Held at the Community Centre, Playing Field Lane, Martham on Wednesday 29 November 2023 at 7.30pm

PUBLIC PARTICIPATION - Two members of the public were present.

SMEE Lead Volunteer – Twelve volunteers had attended the volunteer day in response to plea for help. Five members from the Mallards had attended and one from the poster produced. Representatives were also in attendance from the Bure Valley Conservation Group. It was suggested that repeat posters and social media posts to go up for all further SMEE events. **Clerk/Cllrs Bradford/Smith**

Dissenters Graveyard – currently on hold due to the weather. More help is needed as volunteers are stretched with work on other areas of the village.

Norfolk County Council (NCC) and Great Yarmouth Borough Council (GYBC) Councillor

NCC - Cllr Grant gave a verbal update on the recent issue of ongoing flooding at the north part of Martham Broad, where he said the unprecedented rainfall had caused the flooding. He is waiting on confirmation of NCC funding available for the 50/50 Parish Partnership Scheme. No date on the Highways village walkaround with Councillors had been arranged at this time. The Parish Council will be notified.

GYBC – Cllr Hooper requested more information on the progress of the work on the village toilets which had been closed since October 2022. **Cllr A Grant**

153/23: ATTENDANCE -

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

154/23: DECLARATIONS OF INTEREST AND DISPENSATIONS

No new declarations were made.

155/23: MATTERS ARISING FROM PREVIOUS MINUTES

1. Remembrance Sunday Service – Cllr Bradford gave an update on the laying of the wreath on behalf of the council.

156/23: MINUTES OF PREVIOUS MEETING

The minutes of the Parish Council meeting held on 18 October 2023 were agreed and signed by the Chairman.

157/23: CORRESPONDENCE/CONSULTATIONS/REPORTS/SURVEYS

Correspondence received in relation to the Village matters were discussed.

1. Public Consultation – Harris Lamb Property Consultants, Martham East Broiler Farm, Proposed residential development. Cllr Hooper gave a presentation of the previous application and recent alterations. Concerns were raised about the infrastructure and width of roads. A formal response will be made by council if a proposal is made beyond the consultation.

158/23: ROLES AND RESPONSIBILITIES - REPORTS

The quarterly review roles and responsibilities were discussed, and changes noted.

1. Monthly article/paragraph with Cllrs to contribute. Chairman to provide first draft. **Cllr Fossey**

159/23: ACTIONS LOG - Updates on previously agreed actions were received, discussed, and noted.

160/23: PROJECTS – to receive any project updates.

SMEE – Twelve volunteers had attended the successful volunteer day in response to plea for help.

Defibrillators – Cllr Coates gave an update on the installation of the first defibrillator at the Fire Station. The fund-raising campaign will be launched once the installation is complete, and people will be able to make donations to the council for further units to be placed across various locations in the village.

161/23: PLANNING

Great Yarmouth Borough Council

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

06/23/0664/F: Redevelopment of paddock land for erection of 2no. bungalows and garaging; creation of new access drive and parking Location: Leeway, Low Road, Martham, Great Yarmouth, NR29 4RE.

Council comments: No objection – subject to thorough investigation of adequate drainage systems.

2. To note decisions received

Broads Authority applications – none received.

3. To consider applications and note decisions received.

Norfolk County Council.

4. To consider applications and note decisions received – **none received.**

162/23: VILLAGE MATTERS

To consider any village matters arising in the month

1. **Use of the Green** - Request for permission to use the Green by the Carol Singers. **AGREED**

2. **Christmas Tree** - Arrangements for the Christmas Tree and lights installation for 2023 were confirmed by Cllrs Bradford/Starkings. Updates will be made when local volunteers who support this work annually have confirmed their availability.

163/23: FINANCIAL MATTERS

1. To receive income - £43,263.00, bank balance £88,528.67 (£30,000 as reserves). **AGREED**

2. To authorise presented expenditure payments for November of £4,237.09. **AGREED**

3. An update on the GYBC proposal to remove the £15,200, Concurrent Functions Grant was received. No details would be disclosed until after the GYBC Cabinet meeting on 14 December 2023. **Noted**

164/23: ADMINISTRATION

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

2. To consider a review of the 'Sign on the Village Green' Policy – Cllr Hooper. **AGREED**

3. To consider the review of Village Green Hire Agreement – Events Working Group members (Cllrs Pallett, Smith, Coates and Fossey). **AGREED with amendments.**

165/23: ALLOTMENTS

1. To receive updates on delivery of invoices and collection of payments – Allotment Working Group members (Cllrs Bye, Sayer, and Watson). No members of the public had attended the open session arranged at the Community Centre. Another date will be confirmed, and invoices will be hand delivered by Cllr Sayer imminently.

Cllrs Bye and Sayer

166/23: NEXT FULL COUNCIL MEETING - The date of the next full council meeting was **AGREED** as Wednesday 13 December 2023.

- Cllr Fossey left the meeting at 20.56pm and returned to the meeting at 20.57pm

167/23: EXCLUSION OF THE PRESS AND PUBLIC - It was **RESOLVED** 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 in relation to Contracts and Staffing matters.

168/23: It was **RESOLVED** to extend the meeting beyond the time stated in the Standing Orders to undertake further discussion on the following item. **AGREED**

169/23: BUDGET SETTING - 2024/25

The following areas were discussed in relation to the budget setting process including confidential items of staffing and contracts for tendering process including:

1. Recycling provision. It was agreed to **DEFER** to January 2024 meeting.
2. Maintenance Schedule. It was agreed to **DEFER** to January 2024 meeting.
3. Assets Register. **AGREED**
4. Draft Budget 2024/25. It was agreed to **DEFER** to January 2024 meeting once further information on the situation of the reduction of GYBC Concurrent Functions Grant of £15,200.
5. Financial Policies – annual review of a) Financial Regulations and b) Financial Risk Assessment for 2023-2024. **AGREED**

The meeting closed at 9.56pm

Chairman.....

Date.....

<u>Payee</u>	<u>Description</u>	<u>Amount</u>
Staffing	HMRC/PENS/PAYE&NI/SALS	£3,387.14
Rodney Scott Gardening	Litter Picking	£151.25
PC Expenses	Zoom	£15.59
PC Expenses	Kettle	£21.48
EKS	Litter Picking	£342.04
Plan Communications	Mobile Phone	£45.00
Norse	Bin Rental	£6.00
BT	Office Phone	£65.10
TV Licencing	Licence	£159.00
Unity Trust	Service Charge	£18.00
Konica Minolta	Printer	£26.39
URM	Recycling costs	£0.10
		<u>£4,237.09</u>