

MINUTES OF MARTHAM PARISH COUNCIL MEETING

Held at the Community Centre, Playing Field Lane, Martham
Monday 1 July 2024 at 7.30 pm

Public Participation - one member of the public was in attendance. No apologies had been received from either District or County Councillors. The council requested for the persistent lack of apologies to be recorded in the minutes.

252/24: ATTENDANCE

Present: Cllrs Bob Fossey (Chair), Graham Bye, Colin Starkings, Paul Hooper, Sharon Coates, Adam Sayer, and Parish Clerk S. Kent.

Apologies: were received and accepted from Cllr Huxtable, Ian Bradford, Terry Watson, and Lee Pallett. Noted.

253/24: DECLARATIONS OF INTEREST AND DISPENSATIONS

No new declarations were made.

254/24: MINUTES OF PREVIOUS MEETING

To confirm the accuracy of the Parish Council meeting minutes held on 15 May 2024. **AGREED.**

255/24: MATTERS ARISING FROM PREVIOUS MINUTES

1. Parish Online Training

The Clerk gave an update on the training available for Cllrs to access. This will be available for one year. The code to the original account is being located by Parish Online to give access. **Clerk**

2. An update was received from Councillors on their activities since the last meeting.

256/24: CORRESPONDENCE/CONSULTATIONS

1. Notice of UK Parliamentary Election

Great Yarmouth Constituency, Statement of Persons Nominated, and Notice of Poll. A poll will be held on Thursday, 4 July 2024 between 7:00 am and 10:00 pm. **Noted**

2. Grass-cutting correspondence

Churchyard

The Parish Council had received some correspondence about the grass cutting in the village and the Churchyard. It appears a sign had been put into the Church indicating that the Parish Council was responsible for cutting this grass when in fact they were only the conduit for receiving the grant money that pays for this work. The Chairman explained the payment had been made directly to the church and that the responsibility and management of the grass-cutting lies with them.

Village Greens

Great Yarmouth Borough Council Services who are contracted to cut the village grass had posted a Facebook notice apologising for the delay and backlog.

257/24: PLANNING

1. Great Yarmouth Borough Council - to consider applications and decisions received [GYBC](#)

Applications:

06/24/0399/TCA: Proposed works to a tree in a conservation area - T2 Cherry - Raise lower canopy by approx 2.5m from ground level; Remove low branches overhanging access way

Location: South of The Green and East of Martham Residential Care Home Martham.

Council comments: No objection

06/24/0402/TCA: Proposed works to trees within a Conservation Area: T1 Oak - Quercus robur - Crown reduction by 2m-3m where appropriate including 3m reduction where extending over the garden. 20 The Green, Martham, Great Yarmouth, NR29 4PA.

Council comments: No objection

06/24/0176/TCA: Proposed works to trees in a Conservation Area: T1, T2 Sycamores, T3, T4 Limes crown raise all trees to a height of 5.5m over the White Street highway and reduce branches to create a 1.5m clearance from properties opposite.

Location: St Mary The Virgin Church Black Street, Martham, NR29 4PR.

Council comments: No objection

06/24/0148/CU: Development: Change of use of 4no. barns from agricultural use into commercial self-storage units (Use Class B8), and provision of associated parking Location: Hall Farm, Hall Road Martham, NR29 4PD.

Council comments: No objection

Appeals:

Application Ref: 06/23/0218/F: Council Appeal Ref: 1221. Planning Inspectorate Appeal Ref: APP/U2615/W/24/3342240: Land south of Somerton Road and east of White Street, Martham, Great Yarmouth, NR29 4QF. Noted.

Decisions:

Tree Preservation Order: Great Yarmouth Borough Council - TPO No. 1 of 2024

Trees on land south of Somerton Road and east of White Street, Martham. Noted.

3. Broads Authority applications

To consider applications and note decisions received:

Decisions

BA/2024/0135/HOUSEH: Proposal: Raise bungalow and decking and install bi-fold doors. Idle Hours, 50 Riverside, Martham, Great Yarmouth. **Approved Subject to Conditions**

BA/2024/0175/CPLUD: Mr Thomas Jones, Pumping Station, Cess Road, Martham, Norfolk.

Replacement Pumping Station. The works constitute development by a drainage body (Broads (2006) Internal Drainage Board) to improve and repair land drainage works (Martham Pumping Station). **CLUED Issued: 05.06.2024. Noted**

4. Norfolk County Council

To consider applications and decisions received - **None**

5. Section 106

To consider the actions required for an application

Cllr Starkings and the Clerk were compiling information to propose a draft application. The latest criteria and sum to be applied for have not been received from GYBC. **Cllr Starkings/Clerk**

To consider future developments of open spaces with stakeholder involvement — deferred to the September Full Council meeting. **Cllrs Fossey/Bradford/Clerk**

258/24: PROJECTS

1. An update on the SMEE was received from volunteer Steve.

Hard work on the SMEE continues with more volunteers attending.

2. An update on the Defibrillator project was received from Cllr S Coates.

Fundraising event planning continues. Donations for books and jigsaws are coming in regularly.

3. An update on the ECVF project was received from the Cllr B Fossey.

The unit has been installed at the Community Centre. A marketing campaign to highlight this will be drafted over the next few months. **Clerk/Cllr Smith**

259/24: TRAFFIC MANAGEMENT

An update about the Speed Reduction Group was received from Cllr Fossey.

Speeding remains an issue despite the hours of work from the group to address this. The SAM2 sign proposal is an agenda item.

260/24: VILLAGE MATTERS

1. Annual Parish Meeting

It was agreed to review the format of the Annual Parish Meeting and defer to January 2025.

9.2. Back Lane Pond

The condition of the water is being monitored.

9.3. Village Signs

Repairs to all four signs located at all entrances/exits of the village were considered after a presentation from Cllr Hooper. It was agreed to proceed with the cost of repairing the posts and a follow up with the cost of the top of the signs. **Clerk/Cllr Starkings**

9.4. Safer Neighbourhood Action Plan (SNAP) Meeting held on Thursday 13 June 2024.

An update on the meeting held in the Community Centre was received from Cllr Fossey. More Police presence in the rural villages was requested as a priority.

9.4 Bus Shelter Damage

Cllr Fossey had cleared up the glass from the latest broken panel. No replacement will be found.

251/24: FINANCIAL MATTERS

10.1 To receive an update on income received, a bank balance, and reconciliation. **AGREED**

10.2 To authorise expenditure payments for the month. **AGREED**

10.3 To note the Internal Audit report and recommendations. **NOTED**

10.4. To agree to the purchase of a SAM2 sign.

It was AGREED to purchase a SAM2 sign with additional features so the sign can be placed in various permitted locations around the village. Data will be drawn down for future analysis and evidence.

Clerk/Cllr Fossey

251/24: ADMINISTRATION

11.1 To review and adopt any policies

The following policies were reviewed and agreed according to the latest legal and regulatory changes.

- Standing Orders
- Financial Regulations

11.2. The Annual Action Plan was discussed and it was agreed to review once again closer to the time to plan and build on the success of this year's work.

Cllrs/Clerk

11.3. To consider the acknowledgment of retirements at the medical centre – Cllrs

It was AGREED to write to the members who are retiring.

Clerk

11.4. To receive an update on Allotments

Cllrs Sayer and Bye gave an update on the progress made. Cllr Sayer is waiting on more information held on record and work for road improvements continues.

Clerk/Cllrs Sayer&Bye

251/24: COMMUNICATIONS

1. Website

The addition of an online booking process for Community Centre room hire and payment. Noted

2. Communications Working Group

An update from the group members was received. All the work produced by the group has seen an increase in engagement and positive feedback from the community.

251/24: ANNUAL GOVERNANCE AND ACCOUNTABILITY AND RETURN 2023/2024

To note the date of the Extra Ordinary Council meeting held on 28 June 2024 which AGREED:

1. Exercise of Public Rights. Noted
2. Annual Governance Statement - to approve & sign the Annual Governance Statement. Noted
3. Explanation of Variances - to approve any Explanation of Variances over 15%. Noted
4. Payments over £500. Noted
5. Earmarked Reserves. Noted
6. Asset Register. Noted

251/24: EXCLUSION OF THE PRESS AND PUBLIC

A resolution was not passed excluding the press and public from the meeting under the Public Bodies (Admissions to Meetings) Act 1060 on the grounds that it is not in the public interest to disclose discussion on the items below due to the discussions relating to contracts.

Grass-cutting contracts for areas of the village the Parish Council is responsible for – item deferred to September meeting.

261/24: NEXT FULL COUNCIL MEETINGS

The next meeting was confirmed for Wednesday 24 July 2024.

The following meeting will be held on Wednesday 18 September 2024.

The meeting closed at 9.25 pm

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

MARTHAM PARISH COUNCIL

Payments List June 2024

<u>Payee</u>	<u>Code</u>	<u>Description</u>	<u>Amount</u>
Legal Payments	HR	Pens/HMRC/NI/SALS	£3,159.57
Admin Support	Administration	Community Centre	£270.00
R. Scott	Open spaces	Litter Picking - May	£325.75
Tyrell and Brown	Open spaces	Light fitting	£103.80
Plan Communications	Administration	Mobile Phone	£57.00
BT	Administration	Office Phone	£70.06
Viking	Administration	Community Centre	£168.41
Norse	Com Centre	Bin Rental and Empty	£31.08
URM	Administration	waste collection	£61.78
Cllr Pallett	Events	supplies	£20.95
Cllr Pallett	Events	Fun day	£19.00
ICO	Administration	Subscriptions	£35.00
			<u>£4,322.40</u>

Income

Nationwide Interest		£58.26
Allotments		£804.00
Recycling		£21.00
Santander Interest		£16.55
Total		<u>£899.81</u>

Balance per bank statements

31-May-24

Santander Savings		1,660.01
Santander Current		2,058.50
Nationwide Savings Building Society Account		31,123.04
Unity Trust Current Account		62,980.91
Lloyds		354.53
Total		<u>£98,176.99</u>