



SUMMONS OF NOTICE TO ATTEND MARTHAM PARISH COUNCIL MEETING

Held at the Community Centre, Playing Field Lane, Martham, on
Wednesday 18 March 2026 at 7.30 pm

AGENDA

Public Participation – To receive questions from members of the public and reports from County Councillor and District/Borough Councillors. In line with standing orders, each member of the public may address the Council for a maximum of **five** minutes about items on the agenda.

- **Reports from:** Norfolk County Council (NCC) Councillor - James Bensly. Great Yarmouth Borough Council (GYBC) Councillors – James Bensly, Andy Grant, and Lesley Mogford.
- **SMEE Project** – to receive an update from lead volunteer Steve Pinnington.

1. ATTENDANCE

- a) To receive apologies for absence, to approve reasons for absence and to note those present.
- b) Co-option – to consider applications received.

2. DECLARATIONS OF INTEREST AND DISPENSATIONS

To receive declarations of interest in items on the agenda and consider any requests for dispensations.

3. MINUTES OF PREVIOUS MEETING

To confirm the accuracy of the minutes of the Parish Council meeting held on 21 February 2026.

4. MATTERS ARISING FROM PREVIOUS MINUTES – for information only (no decisions).

To receive updates

- a) Bollards on the Green – to note upcoming car park refurbishment and plan.
- b) Daisy Close – to note Land Registry search results.

5. CORRESPONDENCE/COMMENTS/CONSULTATIONS/CLERK REPORT

- a) **Invitation to a topping out event:** To note the invitation to a topping out ceremony in celebration of Martham development scheduled on Friday, 27 February at 10 am at the development site off Staithe Road in Martham.
- b) **Annual Village Litter Pick:** Saturday 18 April 2026 – to note volunteers attending
- c) **Tree Preservation Order and Works on the Green** - To note progress on the survey for Tree Preservation Order essential works on the Green following the Council's previous resolution.
- d) **Fencing and Planning Regulations** – planning query in relation to boundaries.
- e) **Building Site** – Resident concerns raised in relation to the site located on Hemsby Road.
- f) **New Business Owners** – Welcome to the village, and clarification on the siting of signs.
- g) **GYBC Planning** - Officer request to attend to meet RE: Tree Preservation Orders.
- h) **Local Bus Service changes** - 12 April 2026

6. PLANNING*: GREAT YARMOUTH BOROUGH COUNCIL (GYBC)

APPLICATIONS

To consider any applications received from [GYBC](#)

Development: Change of use from agricultural field to dog walking facility, including fences, gates, hedges and field shelter. Application Ref: 06/25/0725/F. Planning Inspectorate Appeal Ref: 6003124. Location: Land adjacent to 29 Hall Road, Martham, NR29 4PD.

To consider any applications or consultations received from Norfolk County Council

Preliminary Consultation - PRZ301 Repps Road, Martham: Norfolk County Council is carrying out the initial consultation in respect of the proposed extension of the existing 30mph speed limit on Repps Road in Martham.

DECISIONS

To note any decisions received from [GYBC](#)

<u>06/26/0011/PDE</u>	7 Hinderer Close Martham NR29 4FP	Application for Prior Approval for a larger home extension: Construction of a single storey rear extension 3.80m deep and 3.80m tall, across the full width of rear of house, with a pitched roof, bricks, tiles, and windows all to match the existing house.	06-01-26	Permitted Dev Extn
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8. VILLAGE MATTERS

a) Chairman's Update - Cllr Bob Fossey

To receive the Chairman's report including: Defibrillator Project and - Speed Awareness Group.

b) Councillor updates – Cllrs

To receive brief updates from councillors relating to council business - Cllrs Ian Bradford, Colin Starkings, Sharon Coates, Graham Bye, Andy Neave, and Andy Wilson.

c) St Mary's Churchyard War Memorial:

To note the outcome of the survey of the St Mary's Churchyard War Memorial that has been inspected with no further action for repair work – **Cllr Coates**

d) Westcotec SAM2 Sign Order:

To note the recent SAM2 Sign Order has been purchased – **Cllr Fossey**

e) Annual Village Litter Pick:

To note the date of Saturday, 18 April 2026 - **Cllrs Coates and Graham Bye**

f) **Notices and Posters: Polite Reminder:** People of the village are not allowed to put posters without permission as instructed by Great Yarmouth Borough Council Planning Department as the village in a conservation area.

g) **Events**

Scarecrow Festival: To note dates and attendance of the Fair.

Vintage Day: update from Cllrs Coates, Bradford, and Fossey.

Quiz Night: 14 November 2026 at the Village Hall.

h) **SMEE use** – to note progress made with the new use agreement.

9. PROJECTS

To note progress on council projects and consider matters tabled.

a) **Defibrillators**

To note the replacement unit and costs

b) **Car Park Resurfacing**

To note progress and appoint a Councillor project lead.

c) **Bus Shelter**

To consider the next steps.

10. FINANCIAL MATTERS – All

a) **Accounts:** To receive the bank reconciliation and financial report to 28 February 2026.

b) **Expenditure:** To approve payments for February and March 2026.

c) **Budget:** To discuss planned costs in line with the agreed budget: car park resurfacing tender (see confidential item below), noticeboard refurbishment, community notice board, bus shelter improvements and allotment road pilings.

d) **Grant Application** – To consider a request for a grant towards open space grass cutting.

11. POLICIES

To review or consider the latest policies listed or tabled at the meeting – **Cllrs Starkings/Bradford**

a) **Standing Orders**

b) **Financial Regulations**

c) **Risk Assessment** - to review and note legal changes.

d) **IT Policy** - to consider and adopt the latest policy.

e) **Assertion 10** - to note changes to the AGAR 2025-26

10. COMMUNITY CENTRE

To receive an update and consider improvements – **Cllr Fossey/Coates**

a) **Telephone Line** Installation to support the health provision – to note progress.

b) Internal and External Improvements, including carpet replacement and painting – to note.

c) **CCTV** Installation and costs – to consider quotes.

d) **Electrical Vehicle Charging Point (EVCP)**. – to note status.

e) **Gas Supply** Safety Cover – to note progress.

f) **Internal Storage**- to agree costs.

g) **Energy Audit**- to confirm availability.

11. POLICE MATTERS – To consider the request to share and complete the Community Alcohol Partnership Survey 2026.  <https://www.surveymonkey.com/r/CMBKLND>

12. TRAINING

To note recent training attended, and to note dates of future courses.

Officers: **Data Protection, Cyber Security and HR Refresher** (completed).

Councillors: Dates of **Councillor Induction and Refresher Training**: Wednesday, 6 May 2026, 10 am – 3:30 pm – Induction and Monday, 15 June '26 7 pm – 9 pm – Refresher (to confirm and book).

13. NEXT MEETING

To note the date of the **Annual Parish Council Meeting** scheduled for Wednesday, 8 April 2026.

To note the date of the next **Full Council Meeting** scheduled for Wednesday, 15 April 2026

14. EXCLUSION OF THE PRESS AND PUBLIC

To resolve that the press and public be excluded from the meeting under the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed.

15. CONFIDENTIAL BUSINESS

- a) **Car Park** Resurfacing Tender – To consider

Members are asked to consider the tenders received for the resurfacing of the council car park. Due to the commercial sensitivity of the pricing and contractor submissions, the details of the bids and associated evaluation are presented under confidential business. Councillors will review the tender summary and recommendation in accordance with procurement and financial regulations.

- b) **Leases** – To finalise and sign any agreements
- c) **Land Transfer** – To discuss

Published 13 March 2026

Stacey Kent

Clerk and Responsible Financial Officer