

SUMMARY MINUTES OF MARTHAM PARISH COUNCIL MEETING - 18 MARCH 2026

477/25: Public Participation: Reports from: Norfolk County Council (NCC) Councillor - James Bensly – previously circulated. Great Yarmouth Borough Council (GYBC) Councillor Lesley Mogford stated that he spends half of his time with the Broads Authority with a new CEO coming to work for the authority. He attended the GYBC Development Meeting the previous week to discuss the ongoing work on the building development off Somerton Road behind the Scouts Hut.

SMEE Project –an update was received from lead volunteer Steve Pinnington. This included the Baptist Church where there is a bit of a concern over the Muntjak Deer where there was a promise for a gate on the front. The Chair shared some suggestions of using road spikes and hanging bars of Imperial Leather soap which had been successful at How Hill. Steve agreed to obtain dimensions required to install a gate and share with the council at the right time.

478/25: ATTENDANCE: a) Present: Cllrs Bob Fossey (Chair), Colin Starkings (Vice-Chair), Sharon Coates, Ian Bradford, Graham Bye and Andy Wilson and Andy Neave. The Parish Clerk was also in attendance. b) Co-option – apologies for absence were received – next meeting.

479/25: DECLARATIONS OF INTEREST AND DISPENSATIONS: Cllr Bradford declared an interest in the agenda item: Grant Application and left the meeting for this item.

480/25: MINUTES OF PREVIOUS MEETING - The minutes of the Parish Council meeting held on 21 January 2026 were AGREED and signed.

481/25: MATTERS ARISING FROM PREVIOUS MINUTES – for information only (no decisions).

To receive updates: Bollards on the Green – to note upcoming car park refurbishment and plan will include this as part of the tender process. NOTED Daisy Close – the Land Registry search results found the Parish Council not owners of this area and it was AGREED to inform residents.

482/25: 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. No members were able to attend. **NOTED**

b) **Annual Village Litter Pick:** Saturday 18 April 2026 – Cllr Coates shared how new volunteers from the village will be attending to support this event. More litter pickers have been purchased.

c) **Tree Preservation Order and Works on the Green** - progress on the survey for Tree Preservation Order essential works on the Green following the Council's previous resolution. GYBC Officers will be undertaking another survey to conduct the work as soon as possible. **NOTED**

d) **Fencing and Planning Regulations** – planning query in relation to boundaries was clarified and support given to apply to Great Yarmouth Borough Council. **NOTED**

e) **Building Site** – Resident concerns raised in relation to the site located on Hemsby Road. Cllr **Leslie Mogford** agreed to investigate further as residents had raised this on social media.

f) **New Business Owners** – Welcome to the village clarification on the siting of signs email. **NOTED**

g) **GYBC Planning** - Officer request to attend to meet RE: Tree Preservation Orders. **AGREED**

h) **Local Bus Service changes** - 12 April 2026. The Gt Yarmouth-Filby-Norwich- **NOTED.**

483/25: 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. **NOTED**

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. It was Unanimously RESOLVED to approve to the reduction in speed limit.

DECISIONS: To note any decisions received from [GYBC](#) : 06/26/0011/PDE: Permitted Dev Extn

484/25: VILLAGE MATTERS Chairman's Update -

Boat Dyke Trust – Land Registry and Online maps provided.

Speed Awareness Group – sessions to start again close to the Easter period.

SAM2 Sign has been relocated. The other sign has been ordered.

Winterton Parish Council Councillor had been in touch about the work Martham had been doing as they have two signs. Cllr Fossey is offering advice and support when needed.

Defibrillator Project and -. Community Centre unit has been replaced at a cost of £800. The Football Club have kindly donated £100. The Parish has ten units. Cllr Fossey also added that he is an East Anglian Air Ambulance Volunteer now and has attended the village and surrounding areas 33 time in the last year in 2025. CPR Training will be arranged later in the year which can be requested free of charge including the use of a defibrillator. No expectations of giving a donation.

b) **Councillor updates** Cllrs Ian Bradford – Annual Meeting support. Social Media communications were also discussed and will be supported by the Parish Council administration function.

Cllr Colin Starkings’ – Christmas light pick-up is in progress.

Cllr Sharon Coates – Annual Meeting is in progress, Fly-tipping reporting is ongoing.

Cllr Graham Bye – Village Hall representative with business as usual.

Cllr Andy Neave been dealing with some break ins at the allotment with new locks. He agreed to pick up the outstanding action from previous Cllrs no longer on the council to have some road materials (type one) delivered as previously agreed within the allocated budget. **Action: Cllr Neave**

Cllr Andy Wilson – received communication regarding dog bins and fouling. The Chair clarified that members of the public should be taking it home and reporting it on: [GYBC Love Clean Streets App](#)

c) **St Mary’s Churchyard War Memorial:** Cllr Coates shared how the St Mary’s Churchyard War Memorial that has been inspected with no further action for repair work however it was noted a clean is required. The Clerk agreed to contact the surveyor to see what is possible. **ACTION: Clerk**

d) **Westcotec SAM2 Sign Order:** To note the recent SAM2 Sign Order has been purchased.

e) **Annual Village Litter Pick:** To note the date of Saturday, 18 April 2026 - **Cllrs Coates/Bye**

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

g) **Events: Scarecrow Festival:** Dates 3-4 May 2026 (Bank Holiday) and attendance of the Fair.

Vintage Day: update from Cllrs Coates, Bradford, and Fossey in relation to the event to be held on Sunday the 30 August 2026 with discussion on the provision of additional toilets being organised. The Parish Council (Cllr Coates) will be hosting a stall to fundraise and being present at the event.

Quiz Night: to be held on 14 November 2026 at the Village Hall – raffle donations welcome.

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

485/25: PROJECTS: To note progress on council projects and consider matters tabled.

a) **Defibrillators:** The replacement unit outside the Community Centre was noted with the cost of unit and cabinet costing in the region of £1500. Another unit is required close to Rising Way end of the village so work will continue to raise funds for this as the closet ones to this are the Coop near the DIY and on Lettuce Lane so there is a gap.

b) **Car Park Resurfacing:** An update on the progress of the project was received. Cllr Starkings’ AGREED to lead on this with a Finance meeting to be arranged in May 2026 onwards.

c) **Bus Shelter:** It was AGREED to confirm an inspection for immediate repairs. **Action: Parish Clerk**

If further work is required a project plan and planning permission will be required.

486/25: FINANCIAL MATTERS: a) **Accounts** balance: £113,881.44 to 28 February 2026 AGREED.

Income: £2496.81 b) **Expenditure:** £10,222.64 Payments AGREED

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. AGREED.

d) **Grant Application** – the request for a grant towards open space grass cutting was considered. Cllr Bradford left the meeting. It was UNANIMOUSLY RESOLVED to AGREE to the application for the sum of £2000. Cllr Bradford re-joined the meeting. It was RESOLVED to extend the meeting in line with Standing Orders.

487/25: POLICIES: To review or consider the latest policies listed or tabled at the meeting.

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. **ALL AGREED**

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

488/25: COMMUNITY CENTRE: 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.

Cllrs suggested using Starlink.

ACTION: Clerk

c) **CCTV** Installation and costs – more quotes requested.

ACTION: Clerk

d) **Electrical Vehicle Charging Point (EVCP)**. It is still offline.

ACTION: Cllr Fossey

e) **Gas Supply** Safety Cover – in place and matter now closed.

f) **Internal Storage** - Costs AGREED.

ACTION: Clerk

g) **Energy Audit**- to reschedule for April 2026.

ACTION: Clerk

489/25: POLICE MATTERS – AGREED to share and complete the Community Alcohol Partnership Survey 2026. <https://www.surveymonkey.com/r/CMBKLND>

490/25: TRAINING: Cllr Wilson confirmed availability.

ACTION: Clerk

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

491/25: NEXT MEETING The date of the **Annual Parish Council Meeting** scheduled for Wednesday, 8 April 2026. NOTED The date of the next **Full Council Meeting** scheduled for Wednesday, 15 April 2026. NOTED

492/25: EXCLUSION OF THE PRESS AND PUBLIC AND 493/25: CONFIDENTIAL BUSINESS

Car Park Resurfacing Tender – To defer to May 2026. **Leases** – It was **UNANIMOUSLY RESOLVED NOT** to proceed with the lease agreement in light of the imminent Unitary Council decision to be made by Government. **Land Transfer** – This matter was discussed in the main agenda.