



## **SUMMONS OF NOTICE TO ATTEND MARTHAM PARISH COUNCIL MEETING**

Held at the Community Centre, Playing Field Lane, Martham, on  
Wednesday 17 June 2026 at 7.30 pm

### **AGENDA**

**Public Participation** – To receive questions from members of the public and to receive reports from County Councillor and District 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.

**SMEE Project** – Volunteer Steves update including the Dissenters Graveyard.

**1. ATTENDANCE** - To consider apologies and note those present.

#### **2. DECLARATIONS OF INTEREST AND DISPENSATIONS**

You have a Disclosable Pecuniary Interest in a matter to be discussed if it relates to something on your Register of Interests form. You must declare your interest and leave the room whilst the matter is under discussion. You have a Personal Interest in a matter to be discussed if it affects: Your well-being or financial position, that of your family or close friends, of a club or society in which you have a management role

**3. MINUTES OF PREVIOUS MEETING** - To confirm the accuracy of the minutes of the Parish Council meeting held on 20 May 2026.

**4. MATTERS ARISING FROM PREVIOUS MINUTES** – for information only

#### **5. CORRESPONDENCE/COMMENTS/CONSULTATIONS**

- a) Email: Crocus meeting re site off Bosgate Drive / Wellbeck Avenue - Public Consultation**  
and suggestion from Norfolk County Councillor Hughes to arrange an event at the Community Centre for residents to attend. **Cllr Fossey and NCC Cllr Hughes**
- b) Email: Expenditure of Developers Contributions** toward Open Space Submission for Martham Playing Field Play Area - new play equipment. **Cllr Bradford and Starkings**
- c) Email: Request for the Parish Council** to do something to get the environment of the pond preserved as a public amenity located on Bennet Homes site. **Cllr Fossey**
- d) CityFibre Metro Networks Ltd** – to note claim for damage on the green. **Cllr Fossey**
- e) Email: Martham pump project** – to note information and update on the project. **Cllr Fossey**
- f) Email and Letter: Martham Pumping Station** - Notice of Upcoming Temporary Footpath Closure and Diversion. **ALL**
- g) GYBC Parish Liaison Meeting** – to note Cllr attendance on Tuesday 30 June 2026 at 6pm **ALL**

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

To consider any applications received and note any decisions received [GYBC](#)

**7. VILLAGE MATTERS** - To consider any proposals or receive any updates

- a) **Police Update** - To note the date of the next meeting.
- b) **Projects** - To receive any updates and consider any costs.

**8. FINANCIAL MATTERS**

a) **Accounts:** to receive an update on income received, and bank balance reconciliation/s.

b) **Expenditure:** to authorise expenditure payments for June 2026.

c) **External Audit: Annual Governance and Accountability Return (AGAR) 2025/2026:**

To consider all matters and documentation relating to the AGAR including a) Annual Internal Audit Report, b) Annual Governance Statement: Section 1 c) Income and Expenditure Account, d) Notice of Public Rights, e) Explanation of Variances f) Other matters as tabled.

**9. ADMINISTRATIVE MATTERS**

a) **Allotment Committee Meeting** - To agree a date for the next meeting

b) **Roles and Responsibilities** - To consider and agree roles.

c) **Annual Meeting of the Parish** - To receive an update and consider lead Cllr for 2027.

b) **Meeting Dates: 2026-2027** – To agree dates.

e) **Action Plan - 2026-2027** - To consider and agree actions for year ahead.

f) **Committees, Working Groups and Membership** - To consider membership and representation to outside bodies and organisations.

g) **Training Matters** - To receive an update from members who have recent attended training – Cllr Wilson and to note new training dates for members including Chairman and Parish Online.

**10. NEXT FULL COUNCIL MEETING** - To note the date of the next Full Council meeting scheduled for Wednesday 15 July 2025

**11. EXCLUSION OF THE PRESS AND PUBLIC**

To pass a resolution excluding the press and public from the meeting under the Public Bodies (Admissions to Meetings) Act 1060 as it may not be in the public interest to disclose discussion on the items below due to the discussions relating to contracts or staffing.

- To consider any outstanding legal matters including - Community Centre Lease.
- To consider any staffing matters including - Staff training

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*Stacey Kent*

Clerk and Responsible Financial Officer