

MINUTES OF MARTHAM PARISH COUNCIL MEETING

Held on Wednesday 17 June 2026 at 7.30 pm

Public Participation: Seven members of the public were in attendance and 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.

Pavement Markings - one member of the public asked a question in relation to markings on the pavements. The matter was passed to NCC Cllr Hughes who confirmed he would report the matter to Highways who will raise an issue. The Chair suggested the markings were from works started by City Fibre.

Kissing Gate - Another question was asked if there is a possibility of installing a Kissing Gate close to Acacia Avenue where children were riding their bikes in what was deemed an anti-social way. The Chair stated that Kissing Gates previously sited in the village had been removed from areas due to accessibility. It was suggested for the member of the public to contact Norfolk County Council '**Report It**' page to pin the location onto their mapping system here: [Report a Problem](#) and email Cllr Hughes here: jason.hughes.cllr@norfolk.gov.uk

Kings Arms Car Park – another member of the public raised a question asking if the car park could be used as an overspill car park for use in the village. Cllrs confirmed this is not a Parish Council owned car park and was the responsibility of the landowner. Details of the [Planning Authority](#) were shared as they are responsible for all Planning decision. It was noted the Village is a conservation area.

Norfolk County Councillor Jason Hughes - a verbal report was received from County Councillor Jason Hughes he added how members may be losing their members grants this year. The roundabout planned for Repps Road is expected to come to consultation. Other news included:

- **Trading Standards** – tobacco and vapes shops targeted by Police.
- Norfolk County Council are offering a **Redundancy Support Pilot Scheme** in place via the Councils jobs page. Local businesses have been identified such as Hughes Electrical.
- **Drowning Prevention Week** – increase in awareness of the dangers of water.
- **Highways Maintenance** – new government legislation on Highways pothole maintenance.
- **NHS Vaccine Roll-Out.** COVID-19 & Flu: Seasonal campaigns target adults aged 75 and over, care home residents, and immunosuppressed individuals. Eligible groups can arrange appointments through the NHS website or the NHS App.

SMEE Project – Volunteer Steve gave an update on the SMEE and the Dissenters Graveyard upkeep. The Dissenters Graveyard has a new gate installed to stop wildlife and Muntjac Deer eating the plants and flowers. A polite sign has been added to encourage inconsiderate dog owners who continue to allow their dogs to foul the area. Volunteers have been working hard by planting wildflowers to encourage ecology improvements in this area and dog fouling has interfered with this time. Cllr Jack Horner-Glister is supporting the SMEE project by helping the volunteers in his capacity as Parish Councillor.

522/26: ATTENDANCE: Present: Cllrs Ian Bradford, Fossey (Chair), Starkings (Vice-Chair), Coates, Overton, Wilson, Neave, Bye and Horner-Glister. Seven members of the public were in attendance in addition to the Clerk. **Apologies:** none. The Council currently has two vacancies.

523/26: DECLARATIONS OF INTEREST AND DISPENSATIONS - no new declarations were made.

524/26: MINUTES OF PREVIOUS MEETING - The minutes of the Parish Council meeting held on 20 May 2026 were **AGREED** and signed as a true and accurate record.

525/26: MATTERS ARISING FROM PREVIOUS MINUTES

Dead Ducks - an inspection of the duck problem has taken place. **Cllrs Fossey, Coates, and Horner-Glister** found no ducks however multiple reports had been made to the relevant authorities responsible: DEFRA and GYBC – Environmental Health Department.

Action: Cllr Horner-Glister will monitor the situation.

Building Site on Hemsby Road – work is in progress. The excavation query confirmed this area will become a Sustainable Drainage Systems (SuDS).

Crocus Homes Development – the application lays with the Borough Council, and more details will follow as no interest was shown to attending an open public consultation event.

Bus Shelter Grant – ongoing.

526/26: 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 Hughes added how the contact has not shown interest in this. **Cllr Fossey and NCC Cllr Hughes** gave an update and look forward to seeing more details on the detailed consultation responses as requested by Cllr Hughes.

b) Email: Expenditure of Developers Contributions toward Open Space Submission for Martham Playing Field Play Area - new play equipment. **Cllrs Bradford and Starkings** will lead on this matter. Cllr Bradford is the Chair of the Playing Field Committee who are the landowners. The Parish Council The date for a meeting to discuss the next steps has been confirmed as 8 July 2026.

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 confirmed the land is privately owned and located in a garden. He will respond to the parishioner. **Cllr Fossey**

d) City Fibre Metro Networks Ltd – a claim for damage to the green has been submitted. **NOTED**

e) Email: Martham pump project –Cllr Fossey shared an update received from Bam Nuttall '*RE: Martham Pumping Station – Notification of disruptive activity. Steel sheet piling and foundation H-pile installation works are scheduled from 24 June 2026 and are expected to continue for approximately 10 days. BAM Nuttall recognises that construction activities may generate noise and vibration. Every reasonable effort will be made to minimise any disturbance to residents, and noise and vibration levels will be continuously monitored throughout the works using monitoring equipment located adjacent to the work area and apologise in advance for any inconvenience these works may cause and appreciate your understanding while they are carried out*'.

f) Email and Letter: Martham Pumping Station - Notice of Upcoming Temporary Footpath Closure and Diversion whilst the work is going on. **NOTED**

g) GYBC Parish Liaison Meeting – Cllrs Coates, Horner-Glister, Overton, and Wilson will be in attendance on Tuesday 30 June 2026 at 6pm at the Town Hall – Great Yarmouth.

Action: Cllrs Coates, Horner-Glister, Overton, and Wilson

527/26: PLANNING: GREAT YARMOUTH BOROUGH COUNCIL (GYBC)

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

06/26/0234/HH: Development: Application for Prior Approval for a large home extension - to construct a 6.3m deep and 3.95m wide extension across the rear of the property to create a new kitchen, day room and extended bedroom. **Location:** 10 Willows Court, Martham, NR29 4SF.

Council Comments: NO OBJECTION

528/26: VILLAGE MATTERS - To consider any proposals or receive any updates

Police Update: - The next meeting is Thursday 16 July 2026 at Fleggburgh Village Hall 6-7pm.

Projects – The Carnival is the next event scheduled for the weekend of 12 July 2036.

529/26: FINANCIAL MATTERS

a) **Accounts:** an update on income received, and bank balance reconciliation was received*.

b) **Expenditure:** expenditure payments of £7517.22 were **AGREED** for June 2026.

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

Consideration was given to all matters and documentation relating to the AGAR including:

a) Annual Internal Audit Report. **AGREED**

b) Annual Governance Statement: Section 1. **AGREED**

c) Accounting Statements: Section 2. **AGREED**

d) Notice of Public Rights. **NOTED**

e) Explanation of Variances. **NOTED**

f) Reconciliation between box 7-8. **NOTED**

530/26: ADMINISTRATIVE MATTERS

a) **Allotment Committee Meeting** – Clerk to send some suggested dates for the next meeting in the evening. Cllrs were available from mid-July onwards.

b) **Roles and Responsibilities** - deferred until Committees, Working Groups confirmed.

c) **Annual Meeting of the Parish** – Consideration was given to the next Annual Meeting of the Parish for 2027. Cllr Chris Overton agreed to lead on this. **Action: Cllr Chris Overton**

b) **Meeting Dates: 2026-2027** – The list of dates was circulated and **AGREED** to continue as the third Wednesday of each month (except August).

e) **Action Plan - 2026-2027** – The actions drafted for year ahead were **AGREED** with the addition of 'Ponds' to the list. Cllr Bradford leads on the main pond with the help of Cllr Graham Bye. Cllr Jack Horner -Glister offered his support and knowledge with risk assessment and health and safety matters as the pond is in much need of attention. **Action: Cllrs Bradford/Horner-Glister/Bye**

Community Payback was also suggested to help with the maintenance of Open Spaces in addition to experts already being used. **Action: Clerk**

f) **Committees, Working Groups and Membership** - membership and representation to outside bodies and organisations was discussed and AGREED. This will be published on the website. **Action: Clerk**

g) **Training Matters** - Cllr Wilson gave an update on a Parish Councillor Induction Course held with Norfolk Parish Training and Support (NPTS). New training dates for members will be circulated and additional updates from other Councillors including Chairman refresher training and Parish Online booked will be received at the appropriate meeting.

531/26: NEXT FULL COUNCIL MEETING - The date of the next Full Council meeting scheduled for Wednesday 15 July 2026 was NOTED.

532/26: 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 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.

Community Centre Lease - Consideration was given to the matter of the Community Centre Lease. It was UNANIMOUSLY RESOLVED to seek legal advice to establish the requirements and responsibilities of both organisations for future use. **Action: Clerk**

Training - The Council recognises the importance of ongoing training and Continuous Professional Development (CPD) for both Councillors and staff to ensure effective governance, compliance, and delivery of council services especially as Norfolk is expected to transition to a three-unitary authority model by April 2028.

The government has confirmed with a 'minded -to' view of the abolition of the existing county and seven district/borough councils, replacing them with Greater Norwich City Council, West Norfolk Council, and East Norfolk Council

It was UNANIMOUSLY RESOLVED that the Council supports appropriate training and development opportunities for Councillors and staff in line with sector guidance, including training opportunities provided through SLCC, NALC, NPTS and recognised training providers.

533/26: MEETING CLOSED: 8.45pm

Signed Chairman.....

<u>*Payee</u>	<u>Description</u>	<u>Amount</u>
Scribe	Accounts	116.6
BT Group	Phone	97.57
Martham DIY	Supplies	38.14
Unity	Service charge	7
Santander	Service charge	4.99
Plan	Mobile Phone	66.82
PC Expenses	Subscription	19.99
Cleaning	Community Centre	520
Norse	Waste Collection	108
Norse	Bin Rental	7.5
Expenses	Paper Towels	9.98
Expenses	CC Supplies	29.35
Parish Online	Website Design	480
ClIr Expenses	CC Tables	97.98
Ryan Poultry Services	Grass Cutting	1182.6
Wave Utilities	Allotments	294.38
Wave Utilities	Back Lane Pond	20.12
Administration	Core Costs	4416.2
Total		<u>£7,517.22</u>

Balance per bank statements 31 May 2026

Santander Savings	1,693.61
Santander Current	2,143.57
Nationwide Savings	32,372.02
Unity Trust Current Account	111,935.95
Lloyds	354.53
Total	<u>£148,499.68</u>

Income

Interest	Nationwide	£39.82
Interest	Santander	£16.37
Alford	Recycling	£4.00
Allotments	Annual Plot Cost	£60.00
Total		<u>£120.19</u>