



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

Held at the Community Centre, Playing Field Lane, Martham  
Wednesday 21 June 2023 at 7.30pm

### **AGENDA**

#### **PUBLIC PARTICIPATION**

To receive questions and presentations from members of the public.

To receive reports - Norfolk County Council (NCC) and Great Yarmouth Borough Council (GYBC) Councillors

**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 the 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 wellbeing or financial position
- That of your family or close friends
- That of a club or society in which you have a management role

In these instances, members must declare a personal interest but can speak and vote on the matter.

Whenever you declare an interest you must say why the interest arises so that it may be included in the minutes.

2.1 To note Declarations of Interest and Dispensations Granted.

2.2 To note receipt of signed Declaration of Office forms (AGREED in the May 2023 meeting).

#### **3. MATTERS ARISING FROM PREVIOUS MINUTES – for information only**

To note Village Public Convenience opening times update – Clerk

To note Martham, Damgate Back Lane - Saffron Housing Trust application submission on 9 June 2023.

**4. MINUTES OF PREVIOUS MEETING** - To confirm the accuracy of the minutes of the Parish Council meeting held on 17 May 2023.

#### **5. CORRESPONDENCE/CONSULTATIONS/REPORTS**

5.1. To discuss any correspondence received in relation to the Village matters

5.2. NCC Allotments Rent review survey - date to be confirmed, Cllrs welcome.

5.3. Street Naming and Numbering to note allocation of Street Naming and Numbering: Land Opposite Joseph Kittle Centre, Hemsby Road, Martham in conjunction with the Royal Mail, and in accordance with Section 17 of the Public Health Act 1925.

5.4 Norfolk County Council – our interest in hosting electric vehicle charging infrastructure (EVCP) has reached the next stage and surveys will be undertaken in the near future.

Martham Parish Council, Community Centre, Playing-Field Lane, Martham, Norfolk, NR29 4SP

Telephone: 01493 749938, Email: [clerk@martham.gov.uk](mailto:clerk@martham.gov.uk),

## 6. GENERAL POWER OF COMPETANCE

To consider the adoption of the General Power of Competence and provisions of the Localism Act 2011. The Parish Council meets the criteria of sufficient members elected to the Council in May 2023 and suitably qualified Clerk. The adoption of the General Power of Competence allows councils to use this power until the next elections scheduled for May 2027.

## 7. RECOGNITION OF COUNCILLORS CONTRIBUTIONS

To consider options for recognition of current and passed serving Councillors.

## 8. PROJECTS

8.1 SMEE – update (previously circulated)

8.2 Speed Awareness Group - Cllr Fossey

## 9. PLANNING

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

### Applications received:

**06/ 06/23/0328/CU:** Development: Proposed retrospective change of use to 1 bedroom holiday rental dwelling. Location: Swallow Barn East Cottage Hemsby Road Martham NR29 4QH

**06/23/0218/F:** Proposed conversion of existing barn to 2 dwellings and erection of 44 dwellings and associated infrastructure. Location: Land at Somerton Road Martham Great Yarmouth Norfolk NR29 4QF.

### Decisions received:

**06/23/0339/EU:** East Cottage Hemsby Road NR29 4QH, Application for a lawful development certificate for an existing use - use of static caravan as a 2-bedroom residential dwelling. **WITHDRAWN**

**06/23/0248/HH:** 31 Staithe Road, Martham, application two storey rear extension. **REFUSED**

**06/23/0260/HH:** 31 Repps Road, Martham, application dropped kerb/vehicle access. **APPROVED**

**06/23/0224/HH:** 1 Daisy Close Martham NR29 4PJ. Proposed front porch extension. **APPROVED**

9.2 **Broads Authority applications** – to consider applications and decisions received

**BA/2023/0140/COND:** Proposal : Amended door design and alteration to approved materials, variation of conditions 2 and 3 of permission BA/2022/0388/HOUSEH. **APPROVED SUBJECT TO CONDITIONS**

9.3 **Norfolk County Council** - to consider applications and decisions received

9.4 **North Norfolk District Council** – to consider North Norfolk Local Plan for Independent Examination

## 10. VILLAGE MATTERS

10.1 Hedges and Footpaths - to discuss overgrown hedge and footpaths

10.2 Picnic Bench – to receive an update on progress

## **11. SAFER NEIGHBOURHOOD ACTION PLAN MEETING**

11.1 To receive a verbal update – Cllr Hooper

## **12. FINANCIAL MATTERS**

12.1 To receive income, bank balance and reconciliations – Cllrs

12.2 To authorise presented expenditure payments – Cllrs

12.3 To agree for cost of a replacement laptop – Cllrs

## **13. ANNUAL GOVERNANCE AND ACCOUNTABILITY AND RETURN 2022/2023**

13.1. Exercise of Public Rights – to note period from 5 June -14 July 2023.

13.2. Balance Sheet - to sign off the Balance Sheet as of 31 March 2023.

13.3. Annual Governance Statement - to approve & sign the Annual Governance Statement.

13.4. Accounts 2022-2023 - to consider, approve & sign the 2022-23 accounts.

13.5. Explanation of Variances - to approve the Explanation of Variances over 15%.

13.6. Annual Insurance – to note renewal date.

13.7 Payments over £500 – to note.

## **14. ADMINISTRATION**

To consider the following items:

- Cllr Welcome Pack
- Committee and Working Group revisions
- Roles and Responsibilities
- Action Plan
- Schedule of meetings
- Code of Conduct
- Standing Orders

## **15. MEETINGS**

To agree the date of the next Finance Committee meeting

## **16. NEXT FULL COUNCIL MEETING – Wednesday 19 July 2023**

Published 16 June 2023

*Stacey Kent*

Clerk and Responsible Financial Officer

Members of the press and public are invited to attend