



SUMMONS OF NOTICE TO ATTEND MARTHAM PARISH COUNCIL MEETING

Held at the Community Centre, Playing Field Lane, Martham
Wednesday 29 November 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.

3. MATTERS ARISING FROM PREVIOUS MINUTES – for information only (no resolutions can be made)

3.1 Remembrance Sunday Service update – Cllrs Bradford, Fossey and Hooper.

4. MINUTES OF PREVIOUS MEETING

To confirm the accuracy of the minutes of the Parish Council meeting held on 18 October 2023.

5. CORRESPONDENCE/CONSULTATIONS/REPORTS/SURVEYS

To discuss correspondence received in relation to the Village matters:

5.1 Public Consultation – Harris Lamb Property Consultants, Martham East Broiler Farm, Proposed residential development. Cllr Hooper

6. ROLES AND RESPONSIBILITIES - REPORTS

To undertake the quarterly review roles and responsibilities and note changes.

6.1 Monthly article/paragraph on Cllr activity. Cllrs to contribute and Chairman to provide first draft.

7. ACTIONS LOG

To receive updates on previously agreed actions

8. PROJECTS – to receive any project updates

SMEE – Volunteer

Defibrillator – Cllr Coates

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

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9. PLANNING

Great Yarmouth Borough Council

9.1. To consider applications received [GYBC](#)

06/23/0664/F: Redevelopment of paddock land for erection of 2no. bungalows and garaging; creation of new access drive and parking Location: Leeway, Low Road, Martham, Great Yarmouth, NR29 4RE.

9.2. To note decisions received

Broads Authority applications

9.3. To consider applications and note decisions received.

Norfolk County Council

9.4. To consider applications and note decisions received.

10. VILLAGE MATTERS

To consider any village matters arising in the month

10.1. Use of the Green

Request for permission to use the Green by the Carol Singers – Cllrs

10.2 Christmas Tree

To confirm the arrangements for the Christmas Tree and lights installation for 2023 – Cllrs Bradford/Starkings

11. FINANCIAL MATTERS

11.1 To receive income, bank balance and reconciliations – Cllrs.

11.2 To authorise presented expenditure payments for November and December – Cllrs

11.3 To receive and update on the Great Yarmouth Borough Council proposal to remove the Concurrent Functions Grant – Vice Chair/Clerk

12. ADMINISTRATION

12.1 To discuss any administrative matters relating to the month of November 2023.

12.2 To consider a review of the 'Sign on the Village Green' Policy – Cllr Hooper

12.3 To consider the review of Village Green Hire Agreement – Events Working Group members (Cllrs Pallett, Smith, Coates and Fossey).

13. ALLOTMENTS

13.1 To receive updates on delivery of invoices and collection of payments – Allotment Working Group members (Cllrs Bye, Sayer, and Watson).

14. NEXT FULL COUNCIL MEETING

To confirm the date of the next full council meeting as Wednesday 13 December 2023.

15. 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 1960 on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of any items of business to be transacted in relation to Contracts and Staffing matters.

16. BUDGET SETTING - 2024/25

To discuss all areas of the budget setting process including confidential items of staffing and contracts for tendering process including:

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- 16.1 Recycling provision
- 16.2 Maintenance Schedule
- 16.3 Assets Register
- 16.4 Draft Budget 2024/25
- 16.5 Financial Policies – annual review of a) Financial Regulation and b) Financial Risk Assessment.

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Stacey Kent

Clerk and Responsible Financial Officer

Members of the press and public are invited and welcome to attend.

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