

**Minutes of Martham Parish Council Meeting**  
**Held in the Martham Methodist School Room on 16 May 2007 at 19:30 hrs.**

**Those Present:**

*Councillors:*

J Beales T Gates M Horrocks M Huke B Huxtable K Jordan P Manifold T Watson B Wright

*Presiding:* M Huke

*Others:*

Clerk in attendance: Pat Devlin/Peter Dawson

Together with 5 members of the public.

**PUBLIC FORUM**

Christine Kirby asked whether reports were going to be put in the Parish Magazine again. She was informed that the council were in the process of changing the format of these reports to enable additions from the Parish Council every month. She further reported that the raised footway along Hemsby Road was in need of cutting again.

Mrs Moore brought the matter of flooding in Black Street to the attention of the council again and informed them that the trees opposite her had now been cut down.

Raz Woolacott would be informed about the state of the path between White Street and Black Street.

Mr Cotton said that the sign for Rollesby Road had still not been replaced. It had been reported to GYBC and was on their list. The Clerk would chase them again and send a copy to Mr Cotton.

Gordon London reported that the footpaths around the village were very overgrown and in need of cutting. The Chairman explained the situation at the moment with the change from NCC to Broads Authority. However the council would arrange for the path at Oak Tree Close and Odd Fellows to be cut immediately. A letter would be sent to the owners of the property that backed onto Oak Tree Close path asking them to cut back their bushes.

Cllr Beales then pointed out that this would be the last meeting at which Pat Devlin would be the Clerk and the Chairman thanked Pat on behalf of the Council for stepping in to carry out the Clerk's duties at a difficult and demanding time. As a gesture of thanks from the Parish Council Cllr Beales presented Mrs Devlin with a bouquet of flowers.

**COUNCIL MEETING**

The Chairman then opened the council meeting and handed over to the Clerk for the election of Chairman for the coming year.

***Election of Chairman***

There had been one nomination for Chairman. Cllr Beales had nominated Cllr M Huke to serve as Chairman for 2007/2008. This nomination was seconded by Cllr Horrocks and was unanimously agreed. Cllr Huke was therefore elected to Chairman for the year 2007/2008.

***Election of Vice-chairman***

There had been one nomination for Vice-chairman. Cllr Huke had nominated Cllr Jordan to serve and this was seconded by Cllr Watson and was unanimously agreed. Cllr Jordan was therefore elected to serve as Vice-chairman for the year 2007/2008.

The Chairman then thanked members for his re-election and said that as in previous years the Parish Council should, in his opinion, set out four major objectives for the coming year. These being:

- Completion of the Village Green Registration
- Additional entertainment activities around the May Fair

## ***Minutes of Martham Parish Council Meeting Cont...***

- Completion of arrangements to provide a new building for the scouts
- The provision of Christmas lights in the village centre

### ***Apologies***

Resolved to accept apologies from Cllrs Brookman and Carberry.

Apologies also received from Cllr B Coleman, Cllr M Coleman and Cllr M Carttiss.

Cllr Jordan reminded the meeting that all apologies should be given to the Clerk prior to the meeting with clear reasons.

### ***Declarations of Interest***

B Wright – Allotment holder.

### ***Minutes of Previous Meeting held on April 18<sup>th</sup> 2007***

These having been circulated previously were ***Proposed*** by K Jordan, ***Seconded*** by J Beales, Unanimous, with the proviso that the camera minutes be excluded and distributed separately. The Chairman would then sign them as a true record.

### ***Matters Arising***

***Scouts Under Lease*** The Chairman and Vice-chairman would meet with our solicitor to progress this matter.

***Former Doctor's Surgery***: Boundary posts had been erected and the chairman would be holding a meeting on the village green on Sunday May 20<sup>th</sup> for any councillor who likes to attend.

***Medical Centre Footpath Lighting***: An official confirmation of acceptance of these proposals had not been received yet. The clerk would chase.

***Fly Posting***: It was reported that posters which had been put up by the fair had not been removed. The clerk was asked to write to the organisers about this.

### ***Working Party/Committee Representatives***

The schedule showing representatives for committees and working parties was updated.

The agreed schedule is attached.

Cllr Watson had stood down as representative for the Playing Field and was thanked for his work. As the Parish Council has three representatives as Trustees on the Playing Field Trust it was agreed that no further representation was required.

It was thought that no reports had been received from the Village Hall and School Governors. The Clerk was asked to check and circulate them if found.

### ***Liaison Meetings***

It was suggested that the Clerk attend these on behalf of the Parish Council together with any councillor who was able to attend.

Resolved: That the clerk would attend all Liaison Meetings.

### ***Staithe Charities***

A question was raised concerning the availability of funding and conditions of distribution of grants by the Staithe Charity Trustees.

Cllr Jordan explained that the Trust's full accounts are published each year and sent to the Parish Council as are the minutes of the Boat Dyke Trust Meetings.

These would be made available as part of correspondence.

### ***Methodist Chapel Notice Board***

It was agreed that this notice board be handed back to the Methodist Chapel with an offer to pay for its redecoration in recognition of the long period of free use that had been extended to the Parish Council.

## Minutes of Martham Parish Council Meeting Cont...

Resolved: That all parish notice boards should be reviewed for siting and ease of use.

### Planning

#### Planning Applications **Received** for Parish Council Comments

Address	Application Type	Comments
15 Repps Road	Rear Extension	No objections
1 Grove Farm Cottages	New bungalow in grounds	Concerns over screen hedging
Alberta House	Revised Garage Layout	CLlr Jordan and Manifold to join the Chairman to determine a reply

#### Planning permissions **granted** by GYBC

Address	Application Type	Comments
Former Coal Yard and Bowling Green , Hall Road	Residential Development of plot numbers 5.6.7.& 8	APPROVED

### Finance

#### Expenditure:

Item	Net	VAT	Total
Clerk net pay	471.92		<b>471.92</b>
NCC Allotment Rent	335.00		<b>335.00</b>
Secret Gardens & Prestige Properties			
Partial Cutting Village Green	65.00		
Completion of Work Former Doctors Surgery	695.00		
Removal of concrete paths, shrubs etc	375.00		
Repair of Village Sign	65.00		<b>1200.00</b>
NCAPTC Training Evening	150.00		<b>150.00</b>
K Jordan New keyboard for laptop	38.00		<b>38.00</b>
Insurance cover	822.49		<b>822.49</b>
Recreation Ground Grant	4750.00		<b>4750.00</b>
Bowls Club Grant	475.00		<b>475.00</b>
Village Hall Grant	500.00		<b>500.00</b>
Churchyard Grant	750.00		<b>750.00</b>
Miracle Clean	76.00	13.32	<b>89.32</b>
Joanna Breen Accountancy Assistance	48.00		<b>48.00</b>
Waste Recycling	115.41	20.20	<b>135.61</b>
<b>Total for May</b>	<b>9731.82</b>	<b>33.52</b>	<b>9765.34</b>

Finances to be agreed, **Proposed** by P Manifold, **Seconded** by T Watson, Unanimous .

- Cllr Jordan asked that it be minuted that the payment to him was for a competitively priced replacement keyboard for the laptop computer and not personal expenses.
- The Clerk explained that the insurance premium had to be paid to continue the cover at present level. However, it was recommended that the Finance Committee carry out a comprehensive review of cover required. This could be added to the policy at a later stage.
- The Clerk informed the meeting the audit for 2005/2006 had been returned again raising further queries. She would be dealing with the matter.
- The Chairman proposed that the former clerks desk be sold subject to open tender. A four week deadline would be placed and tenders reported back at the next meeting. Resolved.

#### Income:

HMRC VAT repayment	<b>2186.13</b>
Allotment Rents	<b>950.00</b>
Recycling Glass and Shoes	<b>233.68</b>
GYBC Precept	<b>21387.50</b>
<b>Total Income for May</b>	<b>24757.31</b>

## ***Minutes of Martham Parish Council Meeting Cont...***

### ***Correspondence***

- Code of Conduct Revision. Clerk to carry out a review and report back
- East of England Consultation Event on gypsies.
- NCC notice of 20mph speed limit at the Avenues
- Letter asking for suggestions of road names for development off White Street
- Invitation to attend Norfolk Planning Conference at Swaffham on 14<sup>th</sup> June 2007
- Various brochures were put on the table for councillors to see
- Request from St Mary's Church for use of Village Green – agreed
- Letter from Mrs Mountfield about condition of footpath between White Street and Black Street  
Clerk would inform the authorities

### ***Footpaths***

It was reported that most footpath signs were now in place although some still remained missing. It was suggested that if the signs were provided by NCC then the Parish would arrange for them to be installed. It was agreed that Cllr Gates would order more footpath maps for sale to the public.

It was reported to the Council that an adverse possession claim had been submitted to Land Registry by Mr Gordon Curtis. Any objections to this claim had to be received at Land Registry by 24<sup>th</sup> May. The council would send objections and question why they had not been informed. An extension of time to deal with the matter would also be requested. Agreed. A copy of the letter would be sent to the footpaths office at County Hall and County councillor Michael Carttiss.

Cllrs Jordan, Watson and Manifold declared an interest.

### ***Personnel***

- Cllr Beales proposed that an exgratia payment of £100.00 be paid to the clerk, Pat Devlin, in recognition of the extra work she had undertaken during her period as temporary clerk. Seconded Cllr Horrocks. Unanimous.
- Cllr Jordan informed the meeting that the Parish telephone and computer line would be transferred to the home of the new clerk during the afternoon of Friday 25<sup>th</sup> May 2007. This would probably mean that the parish telephone line would be unavailable for a few hours.  
He asked whether the Parish would like the telephone number to appear in the directory. If so there would be a charge of approximately £24.00 per annum.  
Phone entry proposed Cllr Manifold, seconded by Cllr Watson. Agreed

### ***Communications***

Cllr Beales informed the meeting that additional councillors were required to maintain the open surgeries. The matter was resolved.

It was suggested that a form be devised to register all visitors to the CLIP office during the open surgeries not just those with problems or complaints. This would be added to the folder for future use.

### ***Small Works***

No-one had been able to trace the owner of the trailer that had damaged some posts on the Village Green. The small works working party would be left to arrange repair or replacement.

### ***Allotments***

Cllr Watson said that some concern had been expressed by the type of weed killer etc that being used by some allotment holders, especially those trying to produce organic crops.

The chairman asked that a consultation with allotment holders be held and the results brought back to the council.

***Minutes of Martham Parish Council Meeting Cont...***

***Village Signs***

It was agreed that this item could now be removed from the working party list as the signs were now erected.

Letters of thanks and a small presentation would still go ahead.

The Chairman commented on the excellent job done by Stuart of Secret Gardens and Prestige Properties on the main village sign. It was asked that the Clerk send a letter of thanks to him.

***Items for Next Agenda***

Cllr Beales commented about the distribution of funds from last years carnival. It would seem that this had not been as successful as thought and only some monies had been paid out.

***There being no further business, the meeting closed at 21:30 hrs.***

Signed..... Dated.....

(Previous minutes are also available on the Council Website: [www.martham.gov.uk](http://www.martham.gov.uk)).