

Minutes of Martham Parish Council Meeting
Held in the Martham Methodist School Room on 18 July 2007 at 19:30 hrs.

Those Present:

Councillors:

T Brookman; B Carberry; T Gates; M Horrocks; M Huke; B Huxtable; K Jordan; P Manifold;
B Wright and J Beales from item 5.5 onwards

Presiding: M Huke

Others: PC D Cook

Clerk in attendance: Peter Dawson Together with 5 members of the public.

Apologies:

Cllr. T Watson, County Councillor M Carttiss; Borough Councillors B Coleman and M Coleman

PUBLIC FORUM

Mr M Walker of Marlborough Green Crescent drew attention to the continuing difficulties with blocked sewers on the estate that he had reported to Anglian Water. He was assured that this had been taken up with the Water Authority repeatedly in the past and that the Council would continue to lobby for improvements.

Mr J Fakes made representations concerning his objections to the planning application for three new houses at 10 Playing Field Lane.

Police Report – *PC Cook had nothing to report.*

A letter from a resident from Common Road complaining about the road being used by joy riders was handed to PC Cook who agreed to investigate the issues and contact the complainant.

COUNCIL MEETING

1. Apologies

Resolved to accept apologies from Councillor Watson.

2. Declarations of Interest

Cllr. B Wright – Allotment holder.

3. Minutes of Meeting held on 20th June 2007

Councillor Huxtable requested that his name and that of Councillor Horrocks and the Acting Clerk, Pat Devlin be added to those who attended the meeting held with NCC officials at the junction of the A149/Repps Road. Subject to this amendment it was *proposed by* B Carberry, *seconded by* Tony Brookman and unanimously agreed that the minutes be duly signed as a true record.

4. Matters Arising

Councillor Jordan reported that he had met with Mr S Hurren as requested at the last meeting to inspect the uneven pavement in Black Street which was identified as being outside Grove House. It was AGREED that the Clerk should write to Highways with a view to getting levelling work carried out to this part of the path. **Action for Clerk.**

5. Planning

Planning Applications considered on 18th July 2007								
Date Rec'd	Ref: No.	Address	Details of Work	Comments	Permission Granted	Comments Requested by	Date to Chairman	Date Sent to Planning
11.6.07	06/07/0427/D	Alberta House, Cess Road	Revised position for garage plots 2 & 3	-	Granted 8.6.07	-	-	-
25.6.07	06/07/0349/F	1 Grove Farm Cottages	Bungalow	-	Granted 12.6.07	-	-	-
25.6.07	06/06/0874/F	Adj. Medical Centre	Five detached houses	-	Granted 12.6.07	-	-	-
25.6.07	06/07/0428/F	15 Repps Road	Two storey rear extension	-	Granted 14.6.07	-	-	-
25.6.07	06/07/0549/F	12 School Road	Car port	No objection	-	16.7.07	29.6.07	17.7.07
14.7.07	06/06/0300/F	The Old Mill, Back Lane	Conversion of offices into seven apartments	-	Granted 4.7.07	-	-	-
14.7.07	06/07/0568/F	Baptist Church, The Green	Extension to provide new kitchen and toilets		-	25.7.07	14.7.07	
14.7.07	06/07/0567/LB	17 The Green	Replacement windows		-	19.7.07	14.7.07	
14.7.07	06/07/0579/F	10 Playing Field Lane	3 new dwellings		-	24.7.07	14.7.07	

Alberta House, Cess Road (06/07/0427/D). Members expressed disappointment that the revised siting for garages had been agreed by the Planning Department and that the alternative solution made by the Council had not been acted on. The Clerk was asked to send a letter of complaint to the Planning Officer regarding the decision. **Action for Clerk.**

Baptist Church, The Green (06/07/0568/F). As Parish Council Representative for the Village Hall Councillor P Manifold declared a personal interest in this matter. Having received the application after circulation of the agenda the Chairman provided a detailed briefing which included the content of an objection to the proposals from a neighbouring resident. After a long debate it was AGREED to hold a site meeting at 9am on Sunday 22nd July at the church in order to help Planning Working Party members compile a response to the planning application. **Action for the Chairman and any Member wishing to attend.**

17 The Green, (06/07/0567/LB). Having received the application after circulation of the agenda the Chairman provided a detailed briefing on the application to replace windows. Whilst not disagreeing with the application in principle it was AGREED that there was insufficient information about the type of replacement windows being suggested for the Council to form any opinion as to their suitability in a conservation area and the Planning Department would be asked to include the Conservation Officer in determining the application. **Action for Councillors Huke and Huxtable as Planning Representatives.**

10 Playing Field Lane, (06/07/0579/F). As Trustees of the Playing Field Trust Councillors K Jordan and B Wright declared an interest in this matter. Having received the application after circulation of the agenda the Chairman provided a detailed briefing and asked Members for guidance to help compile a response to the Planning Department. Whilst not disagreeing with the application in principle severe concerns were raised concerning the usage, capacity and future maintenance of Playing Field Lane required not only by the three extra dwellings but by increased traffic from users of the Social Club, playground and other playing field activities. It was

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AGREED that the Council remains committed to getting the road adopted and that planning permission should only be granted subject to this condition and a section 106 agreement requiring a substantial contribution to resurfacing the road. The Clerk was asked to list the other concerns expressed by Members so that **Councillors Huke and Huxtable, as Planning Representatives, could formulate a reply to the Planning Department.**

Councillor Huxtable pointed out that when the Youth Club was built it was a condition of the original lease that Norfolk County Council should maintain the road. **The Clerk was asked to check the details of the lease.**

Great Yarmouth Borough Council 15 Year Planning Policy Consultation

Having received details of this planning policy consultation after circulation of the agenda the Chairman provided a briefing of the effects of the suggested policy changes on development in and around Martham. It was AGREED that the Planning Working Party be asked to determine a suitable response before the deadline of 10th August 2007. **Action for Planning WP.**

6. Correspondence

The correspondence listed at appendix 'A' was received and noted other than:

- Item 118 - NALC. If any Members have ideas please pass them to the Clerk.
- Item 119 - Vitalise request for a grant. No action.
- Item 120 - AGREED to purchase one copy of the NCAPTC Handbook. **Action for Clerk.**
- Item 125 – Cllr. Jordan requested to action deletion of Ormesby St Michael records from the laptop. **Action for Cllr. Jordan.**
- Item 127 – The Clerk was requested to thank Councillor M Coleman for her letter but point out that that the Parish Council does not own the footpath between Oddfellows Hall and the Village Hall on White Street. **Action for Clerk.**
- Item 129 – Letter about flooding at Somerton Road. It was noted that the Clerk has replied but he was also asked to take up the matter with Highways. **Action for Clerk.**
- Item 130 – Councillor Manifold urged all Members to read their copy of the consultation on developing local healthcare as it was a critical document. **Councillor Manifold was asked to respond to the consultation on behalf of the Parish Council.**
- Item 131 – It was AGREED to buy no smoking signs as needed.
- Item 132 – It was AGREED that the Clerk should join The Society of Local Council Clerks. **Action for Clerk.**
- Item 133 – It was noted that the date for the next Area Committee had been changed and the Clerk was asked to enquire why these meetings are frequently postponed. **Action for Clerk.**
- Item 134 - The Clerk was asked to send a letter of appreciation to the Carnival Committee for the way it managed the event this year and requesting joint discussions concerning use of The Green by some neighbouring residents. **Action for Clerk.**
- Item 138 – Letter from Mr Durrant concerning usage of Common Road. The Clerk was asked to write to the Borough Council and Police about this matter. **Action for Clerk.**

7. Finance

EXPENSES JULY 2007						
		NET	VAT	TOTAL		
Secret Gardens	Greens cut 4.6.07	£ 95.00	£ -	£	95.00	
Secret Gardens	Greens cut 22.6.07	£ 95.00	£ -	£	95.00	
Postage, 50 x 24p Annual Report (etc) - P Dawson		£ 12.00	£ -	£	12.00	
Gt Yarmouth Borough Council - 600 Newsletters/Annual report		£ 98.00	£ -	£	98.00	
Miracle Cleaning - litter picking 5th;12th;19th;26th June		£ 76.00	£ 13.32	£	89.32	
Secret Gardens	Greens cut 4.7.07	£ 95.00	£ -	£	95.00	
Secret Gardens	7 footpaths cut per Cllr Horrocks	£ 125.00	£ -	£	125.00	
Secret Gardens	2 broken posts replaced outside Co-op car pk.	£ 94.00	£ -	£	94.00	
Norfolk Parish Training Partnership - Clerk's CiLCA training		£ 220.00	£ -	£	220.00	
NCAPTC (Handbook)		£ 3.75	£ -	£	3.75	
Waste Recycling Ltd (bottle banks for June)		£ 106.49	£ 18.64	£	125.13	
Society Of Local Council Clerks annual subscription		£ 105.00	£ -	£	105.00	
TOTAL		£ 1,125.24	£ 31.96	£	1,157.20	

RECEIPTS JULY 2007						
Recycling	Glass and shoes	£ 254.92	£ -	£	254.92	
Training on 22.5.07 from Ormesby St Michael PC		£ 20.00	£ -	£	20.00	
Footpath maps (CLIP)		£ 18.00	£ -	£	18.00	
Mr Gray, Fun Fair May 2007		£ 120.00	£ -	£	120.00	
TOTAL		£ 412.92	£ -	£	412.92	

The above Finances were AGREED. proposed by K Jordan, seconded by B Carberry, Unanimous.

- 7.1 The Chairman gave a briefing of the salient points arising from the Finance Committee held on 4th July 2007 and apologised that minutes had not yet been produced.
- 7.2 It was AGREED that the next meeting of the Finance Committee would be held on Wednesday 10th October 2007.

8. Footways/Highways

Consideration was given to a name for the lane off Cess Road and residents had been consulted. It was AGREED that the name Cess Lane be proposed to the Borough Council and that Councillor Manifold would contact Mrs Cox at the Council to make arrangements. Proposed by Cllr. K Jordan, seconded by Cllr B Wright. Unanimous. **Action for Councillor Manifold.**

It was reported that the pavement near the corner of Thurne Rise remains very uneven despite being previously reported. It was AGREED that the Clerk be asked to write to the Highways about this. **Action for Clerk.**

It was observed that signage to the Medical Centre and pharmacy on Hemsby Road is poor. It was AGREED that the Clerk be asked to write to Highways to request improved signage in the area. **Action for Clerk.**

It was pointed out that since the expansion of the High School in Somerton Road the 30mph zone needs moving further east beyond the new entrance/exit to the school. It was

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AGREED that the Clerk be asked to write to Highways to request extending the 30mph zone. **Action for Clerk.**

Concern was expressed about the state of litter and frequency of emptying the litter bin at the bus stop on Repps Road. It was AGREED that the Clerk be asked to write to the Borough Council to request clarification about frequency of emptying. **Action for Clerk.**

It was pointed out that the ditch running along Repps Road opposite the green was overgrown. It was not clear who was responsible for this and it was AGREED that Councillor M Coleman be contacted to see if she could help find out. **Action for Clerk.**

The sign for Cess Road opposite Low Road needs replacing. The Clerk was asked to contact Highways about this. **Action for Clerk.**

9. Footpaths

Councillor Horrocks presented a written report on the state of footpaths (attached) and it was AGREED that the recommendations for cutting and maintenance of footpaths as detailed in the report be actioned.

Sandy Lane. Inappropriate use has led to severe erosion and damage of this footpath. It was AGREED that a letter be sent to NCC requesting urgent action to be taken to provide a lockable gate or other means of preventing unauthorised use of this farm track that has a footpath only over it. **Action for Clerk and Councillor Huke.**

Upon an enquiry it was pointed out that the road to Thunderhill is a private road with a footpath right of way only, not one for public vehicles. It was AGREED that the Clerk be asked to write to NCC to provide a suitable sign to this effect. **Action for Clerk.**

Councillor Manifold reported that the line of a footpath near his property was incorrectly cut and maintained. It was AGREED that he discuss this with the contractor to ensure the correct maintenance was undertaken. **Action for Councillor Manifold.**

10 Personnel

It was AGREED that the Clerk attend training for CiLCA Skills at King's Lynn. *Proposed by Cllr.B Carberry, seconded by Cllr B Wright. Unanimous.*

11. Communication

A draft news page for the parish Magazine was presented and approved. *Proposed by Cllr.P Manifold, seconded by Cllr M Horrocks. Unanimous.*

12. Small Works – nothing to report.

13. Allotments - One half of an allotment is about to become free and will be let from the existing waiting list.

14. Young Persons

Councillor Carberry reported that the Youth Club was no longer running because of lack of funding. Members expressed considerable concern about this and it was AGREED that Mr Tungate be contacted to find out more about the background to this and that strong action be taken if it was true. **Action for Clerk.**

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15. **Recycling** – nothing to report.

16. **Fly Tipping** – nothing to raise.

17. **Damgate Staithe**

It was clarified that the Council wished to clearly establish ownership by registering the Staithe in its name and following that it would make decisions as to maintenance and development. Councillor Huxtable was asked to carry this forward and report back on progress to the September meeting of the Council. **Action for Councillor Huxtable.**

Being 10pm at this point the Chairman requested the waiving of Standing Orders to allow the meeting to finish the agenda. Proposed by Cllr.M Huke, seconded by Cllr K Jordan. Unanimous.

18. **May Fair Developments** – deferred until the September meeting.

19. **Village Green Christmas Lighting Scheme**

The Chairman quickly outlined likely gross costs which it is hoped will be met by grant etc at no cost to the Council. Full financial details will be presented to the September meeting.

20. **Items for next agenda**

- Progress on staithe in Damgate.
- May Fair developments.
- Village Green Christmas lighting.
- Temporary no parking signs during the carnival.
- Review of Standing Orders.

The next meeting was confirmed as being at 19.30 hrs. on 19th September 2007.

There being no further business, the meeting closed at 22:12 hrs.

Signed...M Huke (Chairman)..... Dated...19th Sept 2007
(Previous minutes are also available on the Council Website at: www.martham.gov.uk).