

Draft Minutes of Martham Parish Council Meeting
Held in the Martham Methodist School Room on 19 September at 19:30 hrs.

Those Present:

Councillors:

J Beales; T Brookman; B Carberry; T Gates; M Horrocks; M Huke; K Jordan; P Manifold; T Watson and B Wright.

Presiding: M Huke

Others: PC Cook; Councillor Mary Coleman

Clerk in attendance: Peter Dawson. Together with 2 members of the public.

Apologies

County Councillor M Carttiss; Borough Councillor B Coleman

PUBLIC FORUM

In reply to a question from Mrs Moore it was explained that St Mary's Church gets a grant from the Parish Council to maintain the churchyard and that the water supply there was something the church dealt with.

A resident asked if the trees outside No 25, Black Street could be cut back and it was explained that the owners usually did this.

In reply to a query about lack of lights along the back path of numbers 8 to 12 Black Street Councillor M Coleman said she would have a word with the Borough Council's Housing Services.

In response to a query about an obscured street light outside Sutcliffe House, No17, White Street the Clerk was asked to contact the Highways Department.

Borough Councillors report: Councillor Coleman mentioned the drop kerb that is currently being installed outside the Co-op on Repps Road. She confirmed that the ditch running along Repps Road near Marlborough Green Crescent was owned by Norfolk County Council and would be cut within the next 2-3 weeks.

Police Report: PC Cook said that statistics showed the village had been quiet over the summer but damage to boats at the Staithe continued to cause concern. Patrols had been stepped up and an arrest had been made that very day.

The Chairman read out a letter received that day from Mr R Phillips of Black Street concerning speeding traffic. PC Cook explained the background and context of traffic in the area and said he would go to see Mr Phillips about the content of the letter.

PC Cook promised to have a word with the owner of a large white van that obstructs the corner of Cess Road/Repps Road near Ealing House Residential Care Home.

COUNCIL MEETING

1. Apologies

Resolved to accept apologies from Councillor B Huxtable.

2. Declarations of Interest

Cllr. B Wright – Allotment holder.

3. Minutes of Meeting held on 18 July 2007

These having been circulated previously 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 gave a brief update, as a Trustee of the Playing Field, on the planning application at No10 Playing Field Lane and consequences for road maintenance.

5. Planning

The Chairman read through the planning applications shown at appendix 'A' in detail and provided background information and comment where relevant:

Repeater Station application No 06/07/0727/F

It was clarified that the actual address is Repps Road not Common Road.

Three bungalows to the rear of 23 Black Street (06/07/0633/F).

The Chairman gave a full report on the reasons for the comments to The Planning Department on this application.

6. Correspondence

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

- Item 146 – Yare Hospice questionnaire. Councillor Manifold volunteered to fill in the questionnaire. **Action for Cllr. Manifold.**
- Item 149 – Lease registration fees for land at Staithe Road. The Clerk was asked to pass the relevant paperwork to Councillor M Coleman who will discuss the issue with the Borough Council's Solicitor. **Action for the Clerk.**
- Item 154 – Fields in Trust. Councillor Jordan expressed an interest in finding out more about this. **Action for Cllr. Jordan.**
- Item 156 – Registration of the Village Green. The Chairman gave a full briefing on progress to date.
- Item 165 – Training for Councillors – If any Member was interested they were asked to notify the Clerk before 25th September.
- Item 167 – Funding support request from East Anglian Air Ambulance. In accordance with its powers under Section 137 of the Local Government Act 1972 Council decided that such a grant would be to the benefit of the whole community and it was AGREED to donate a sum of £100 (one hundred pounds). *Proposed by Cllr Jordan, seconded by Cllr. Manifold, unanimous.* The payment was added to the list of payments under "Finance" below. **Action for the Clerk.**
- Item 168 – Norfolk Police speed awareness message. The Clerk was asked to contact the Police to ask that this scheme be applied at the busier roads in the village especially Black Street. **Action for the Clerk.**
- Item 172 – Society of Clerks – It was agreed to purchase the Clerk's Manual and add it to the list of expenses under "Finance" below. **Action for the Clerk.**
- Item 173 – Reply from Great Yarmouth Borough Council Planning Officer to the complaint in respect of the development at the former Alberta House site. Members expressed their concern at the tone of the reply from the officer of the Borough Council. The Chairman and Clerk were requested to write a suitable response. **Action for the Clerk and Chairman.**
- Item 174 – St John's Ambulance training course. If any Member was interested they were asked to notify the Clerk.
- Item 178 – NCAPTC consultation on licensing changes for Village Halls etc. It was agreed to write in support of the proposals. **Action for Clerk.**
- Item 179 – Invitation to become a member of the Broads Authority. Any Member that was interested was asked to apply direct.
- Item 185 – Energy Savings Trust – It was AGREED not to take part.
- Item 189 – NCAPTC Nominations for Queen's National Honours. Members were asked to inform the Clerk before 30th September if they wanted to make a nomination.

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7. Finance

7.1 The following Finances were AGREED. *proposed by P Manifold, seconded by T Gates. Unanimous.*

EXPENSES AUGUST/SEPTEMBER 2007			
	NET	VAT	TOTAL
Tiscali - web and phones calls March/April 2007 (DD)	£ 37.70	£ 6.59	£ 44.29
Tiscali - web and phones calls May 2007 (DD)	£ 24.89	£ 4.36	£ 29.25
Tiscali - web and phone calls June 2007 (DD)	£ 21.90	£ 3.83	£ 25.73
Tiscali - web and phone calls July 2007 (DD)	£ 18.65	£ 3.26	£ 21.91
Postage stamps - P Dawson	£ 5.76	£ -	£ 5.76
Black ink cartridge & paper etc - P Dawson	£ 13.87	£ 2.43	£ 16.30
One colour ink cartridge - P Dawson	£ 15.30	£ 2.68	£ 17.98
Stationery - P Dawson	£ 6.45	£ 1.13	£ 7.58
Miracle Cleaning - litter 10th; 17th; 24th & 31st July. Inv 4288	£ 95.00	£ 16.65	£ 111.65
Waste Recycling Ltd re July 2007 collections (4.771 tonnes)	£ 101.72	£ 17.80	£ 119.52
SSAF (sign: No Fly Posting)	£ 8.60	£ 1.51	£ 10.11
Secret Gardens (Village Greens cut 20.7.07)	£ 95.00	£ -	£ 95.00
Secret Gardens (Village Greens cut 2.8.07)	£ 95.00	£ -	£ 95.00
Secret Gardens (Footpaths Oddfellows & Oak Tree Close cut)	£ 130.00	£ -	£ 130.00
Secret Gardens (Cess Road to Sandy Lane footpath cutting)	£ 65.00	£ -	£ 65.00
Secret Gardens (Village Greens cut 17.8.07)	£ 95.00	£ -	£ 95.00
Secret Gardens (Village Greens cut 3.9.07)	£ 95.00	£ -	£ 95.00
Churchyard Grant - 2nd half year	£ 750.00	£ -	£ 750.00
Recreation Ground Grant - 2nd half year	£ 4,750.00	£ -	£ 4,750.00
Village Hall Grant - 2nd half year	£ 500.00	£ -	£ 500.00
Land Registry (Staithe Road west Registration penalty fees)	£ 200.00	£ -	£ 200.00
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Codair Design & Publicity Ltd (village map)	£ 25.00	£ 4.38	£ 29.38
GYBC (agenda papers etc)	£ 19.47	£ -	£ 19.47
Waste Recycling Ltd re Aug 2007 collections (6.389 tonnes)	£ 124.54	£ 21.79	£ 146.33
Salary - Clerk from 9.7.2007 to 16.9.2007 (10 weeks)	£ 1,441.60	£ -	£ 1,441.60
Miracle Cleaning - litter 7th; 14th; 21st & 28 Aug. Inv 4306	£ 76.00	£ 13.32	£ 89.32
East Anglian Air Ambulance (Section 137)	£ 100.00	£ -	£ 100.00
SLCC - Clerk's Manual	£ 40.00	£ -	£ 40.00
TOTAL	£ 9,151.45	£ 99.73	£ 9,251.18
RECEIPTS AUGUST/SEPTEMBER 2007			
NCC recycling credits for glass (re May 2007)	£ 312.27	£ -	£ 312.27
Training on 22.5.07 from Strumpshaw PC	£ 10.00	£ -	£ 10.00
NCC recycling credits for glass (re June 2007)	£ 222.70	£ -	£ 222.70
NCC recycling credits for shoes (re June 2007)	£ 3.92	£ -	£ 3.92
NCC recycling credits for glass (re July 2007)	£ 207.97	£ -	£ 207.97
TOTAL	£ 756.86	£ -	£ 756.86

7.2 The Annual Financial Statement for the year ending 31st March 2007 was presented along with a detailed analysis of final accounts for the new play area at the Playing Field. The Statement of Accounts recommended for submission to the Audit Commission was also provided. It was *proposed* by Cllr. K Jordan and *seconded* by T Watson that the Financial Statement and Statement of Accounts for 2006-07 be approved, subject to audit. *Unanimous.*

8. Footways/Highways

The Clerk was asked to contact Highways to get them to clear blocked drains in Black Street. **Action for Clerk.**

The Clerk was asked to contact the Co-op to enquire about plans to repair the wall at the entrance. **Action for Clerk.**

It was reported that the road at the corner of Low Road and Rectory Farm floods whenever it rains. It was suggested that photographs be taken when it next happens so that clear proof can be sent to Highways.

The Clerk was asked to chase up the outstanding request with Highways to provide boundary posts along the side of the green near Cess Road/Repps Road opposite the entrance to the DIY and Co-Op. **Action for Clerk.**

9. Footpaths

The latest report on the state of all the village footpaths was provided as an agenda item by Councillor Horrocks.

The Clerk was asked to contact Highways to get the temporary footpath closure signs at the Oddfellows Hall end of footpath No11 removed. **Action for Clerk.**

Concern was expressed about the disappearance of the sign at The Cess end of footpath No9 and another that had been put up saying 'No Right of Way'. The Clerk was asked to write to NCC about this definitive footpath to ensure that it is protected.

Councillor Manifold reported on the recommendations of the Footpath Working Party that had met on 18th September. The recommendations of the Working party are attached at appendix 'C'. Councillor Huke *proposed* that the Footpath Working Party be authorised to arrange for a contract for the cutting of all footpaths including extra cuts for those footpaths maintained by NCC subject to recommended service levels by the Working Party. *Seconded* by B Carberry. *Unanimous.* **Action for Working Party and Clerk.**

10 Personnel

The Personnel Working Party will be meeting the new Clerk before the next meeting of the Council now that his three month probation period has expired. The Clerk has attended the first session of training for CiLCA Skills.

11. Communication

11.1 A new map of the village suitable for the public to identify streets etc was circulated. It will be displayed in the blue notice board in the village centre.

11.2 Members of the Communications Working Party reported on preliminary ideas to review the provision of Parish Council notice boards in the village. It was AGREED that the Working Party meet and make recommendations to the next meeting of the Council for the rationalisation, improvement and repair of existing boards plus ideas for new boards.

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12. Small Works

Councillor Wright was asked to organise the cleaning of the Memorial before Remembrance Sunday on 11th November.

13. Allotments – Nothing to report.

14. Young Persons

Councillor Carberry reported on the vibrant local youth football team situation at the moment.

15. Recycling

Councillor Beales reported that a new agreement had been made with the licensee of the Kings Arms for glass recycling which should be operational soon at the pub.

16. Parish Plan – Nothing to report.

17. Luncheon Club

The club hopes to use the Village Hall whilst the Old People's Home is being decorated.

18. Youth Club

The Chairman reported on the outcome of a meeting that he and Cllr. Carberry had had with Penny Clark, Locality Youth Worker. There is to be an open evening on 15th October to seek volunteers to help with the club and it is hoped it will re-open in January 2008.

19. Village Green

Councillor K Jordan declared a personal interest in item 19.1

19.1 Christmas Lighting Scheme. Members received a report by the Chairman giving details of arrangements for lighting trees on The Greens at Christmas plus potential future associated events. The Chairman also reported that he would be investigating the possibility of insurance for 'events' during the course of this project.

It was AGREED that the report be accepted and arrangements for lighting the trees and development of supporting events be approved. *Proposed J Beales, seconded B Carberry. Unanimous.*

19.2 In reply to a question Cllr. Huke said he would be attending the Village Green on Sunday 23rd September with Cllr. Wright to see about the Aldreds 'For Sale' sign left at the former doctors surgery.

19.3 Attention was drawn to the poor state of a birch tree near the Butchers.

19.4 A question was asked about effectiveness of litter picking on The Green and it was also agreed that the contractor be contacted about litter picking at The Staithe.

20. Items for next agenda

- May Festival.
- Review of Standing Orders.

The next meeting was confirmed as being at 19.30 hrs. on 17th October 2007.

There being no further business, the meeting closed at 21:57 hrs.

Signed..... Dated.....
(Previous minutes are also available on the Council Website at: www.martham.gov.uk).