

**Minutes of Martham Parish Council Meeting
held in the School Room, Methodist Church, Repps Road, Martham
on 20th April 2011 at 19:30 hrs.**

PUBLIC FORUM

The Chairman opened the public forum by welcoming one member of the public and Borough Councillors Barry & Mary Coleman.

Mary Coleman invited all the Councillors to the Civil Service of all Churches to be held in St Mary's Church on Whit Sunday 12th June.

Barry Coleman reminded people that as Civic Mayor of the Borough for 2011/12 he would be pleased to be involved in as many local activities as time allowed and early booking would be advisable.

Mrs & Mrs Coleman gave their advance apology for not being able to attend the Annual Village Meeting as it is being held on the same day as the local elections.

A suggestion had been made to cut out a lay-by in the small green in the centre of the village near the existing bus shelter so that buses could pull off the road when stopping for passengers. It was agreed to add this matter to the next meeting of the Council for discussion.

In answer to a question Barry Coleman provided details of the cost of the Borough having an elected mayor.

The Public Forum closed at 19.48 hours.

COUNCIL MEETING

Those Present:

Councillors: J Beales; T Gates; M Huke; B Huxtable; K Jordan; P Manifold; J Moore; N Shields; H Walford; T Watson and B Wright.

Presiding: M Huke.

Clerk in attendance: Peter Dawson.

1. Apologies.

None.

2. Declarations of Interest.

None.

3. Cess Road Sme

The speaker was unavailable and so the matter was deferred until the May meeting.

4. Minutes of the general and camera meetings held on 16th March 2011.

It was resolved to AGREE the minutes of the general meeting held on 16th March as circulated with the agenda. **Proposed by T Watson, seconded by J Beales. Unanimously agreed.**

It was resolved to AGREE the minutes of the camera meeting held on 16th March as circulated with the agenda. **Proposed by T Gates, seconded by K Jordan. Unanimously agreed.**

5. Actions arising from the minutes.

- Councillors Jordan and Huxtable reported on the issues discussed at the Town & Parish Planning Forum meeting they had attended at the Broads Authority on 6th April 2011.
- The Chairman reports that the white backing to the four village signs had been completed.
- Councillor Moore was thanked for moving the planters from Flegg High School to their new locations and it was noted that planting of them had started. Members expressed their gratitude to Flegg High School for the gift of the planters.

6. **Planning**

The schedule of comments on planning applications received for consultation was approved. **Proposed by T Watson, seconded by T Gates and unanimously agreed.**

7. **Correspondence**

Letter No 48/2011. Grant request from MacMillan Cancer Support. In accordance with its powers under Section 137 of the Local Government Act 1972 the Council decided that such a grant would be to the benefit of the whole community and it was AGREED to donate a sum of £50 (fifty pounds). **Proposed by B Huxtable, seconded by T Watson and unanimously agreed.**

8. **Finance**

8.1 It was AGREED to accept all the recommendations made by the Finance Committee dated 13th April 2011 to adopt the 2010-11 year end accounts as submitted including:

- The Income & Expenditure Account for the period ended 31.3.2011.
- The Assets & Liabilities as at 31.3.2011
- The Accounts and Bank Reconciliation as at 31.3.2011.
- The Annual Return and supporting notes, subject to Audit, for the year ended 31.3.2011.
- The Terms of Reference for the Internal Auditor and the Review of Effectiveness of Internal Audit Arrangements.

Proposed by J Beales, seconded by K Jordan and unanimously agreed.

8.2 The schedule of invoices circulated with the agenda was approved subject to the Annual Grant for the Coronation Recreation Ground being adjusted by £167.50 and VAT added to the payment to Keith Debbage. **Proposed by K Jordan, seconded by P Manifold and unanimously agreed.**

8.3 **Insurance.** The Council's insurance company had written offering to provide insurance cover for 16 months for the price of 12 months with effect from 1st June 2011 in exchange for staying with the company for the next three years. It was AGREED to accept the offer. **Proposed by K Jordan, seconded by P Manifold and unanimously agreed.**

9. **Footways and Highways.**

9.1 The Clerk was asked to check into progress with new disabled access points to the village greens.

9.2 It was agreed to add the issue of dog fouling in Black Street to next month's agenda.

10. **Footpaths.**

The Clerk was asked to contact the landowner to reinstate footpath No15 which had been ploughed out.

11. **Small Works.**

It was noted that a joint in the car park surface was breaking up and the Clerk was asked to contact the contractor who had completed the work to get it repaired under the guarantee.

12. **Carnival**

The Chairman provided members with background information following an article in a local newspaper about the future of the carnival from 2012. Members emphasised their support for the carnival to continue. It was agreed to add the matter to the agenda for next month's meeting.

13. **Fuel Partnership Scheme.**

Details had been circulated about a community led initiative for residents to save money though bulk buying oil in partnership with AF Affinity. It was agreed to ask Norfolk Rural Community Council to attend a future meeting and provide more details about the scheme.

14. **Review of Freedom of Information Policy**

Members reviewed the existing policy and it was AGREED to retain it unchanged. **Proposed by K Jordan, seconded by P Manifold and unanimously agreed.**

15. **AGM Nominations**

The Chairman reminded Members that nominations should be submitted to the Clerk for the posts of Chairman, Vice-Chairman, Committee and Working Party Representatives at least one week before the Annual Meeting of the Council to be held on 18th May 2011.

16. **Items for the next Agenda.**

- Presentation about smee management.
- Picnic tables on The Green.
- Extra parking provision in the village centre.
- Bus lay-by on The Green.
- Dog fouling.
- Carnival.

17. The next meeting of the full Council is the Annual General Meeting to be held on 18th May 2011. The next Parish Surgery is on 30th April 2011 when Councillors Huxtable & Jordan are due to attend.

It was noted that the Methodist Church would not be available for the public surgery due to be held on 29th October 2011.

The AGM of the Coronation Recreation Ground Trust is being held on Tuesday 10th May at 7.30pm in the Playing Field Social Club.

18. At this point the public and press were asked to leave and the Council held an in camera meeting.

The Camera meeting closed at 21.57 hours and the Chairman re-opened the general meeting.

19. **Minutes of the general meetings held on 16th February 2011.**

A discussion about the minutes took place and no action was taken.

Signed.....(Chairman)

Dated:18th May 2011