

**Minutes of Martham Parish Council Annual General Meeting
held in the School Room, Methodist Church, Repps Road, Martham
on 20th May 2009 at 19:30 hrs.**

PUBLIC FORUM

The Chairman opened the public forum by welcoming one member of the public, Borough Councillor Barry Coleman and PC Cook. Apologies were received from Borough Councillor Mary Coleman and County Councillor Michael Cartiss.

Councillor Coleman reported that he had sent an email to BT asking for a replacement of the red telephone kiosk on The Green. He made reference to representations made by all bodies involved with the Repps roundabout feasibility study and Norfolk County Council's commitment to a joint site meeting probably to be held in July.

PC Cook said he would be investigating recent vandalism to the Repps Road bus shelter and the use of mini motors in Cess Road.

Information was given that the vandalised sports 'dug-outs' at the Playing Field will not be replaced.

The public forum ended at 19.40 hours.

COUNCIL MEETING

Those Present:

Councillors: J Beales; T Brookman; B Carberry; T Gates; M Horrocks; M Huke; B Huxtable, K Jordan; P Manifold and B Wright.

Presiding: M Huke.

Clerk in attendance: Peter Dawson.

1. Election of Chairman

Councillor Jordan nominated Councillor M Huke to serve as Chairman for 2009/2010 and proposed that Standing Order No14 be suspended for this purpose. This was seconded by Councillor B Carberry and was unanimously agreed. Councillor Huke was therefore elected as Chairman for the year 2009/2010 and he signed the Declaration of Acceptance of Office as Chairman.

2. Election of Vice-Chairman

Councillor B Carberry nominated Councillor Jordan to serve as Vice-Chairman and this was seconded by Councillor B Wright and was unanimously agreed. Councillor Jordan was therefore elected to serve as Vice-Chairman for the year 2009/2010.

3. Apologies

Apologies were accepted from Councillor Watson.

4. Declarations of Interest

Councillor Wright declared a non prejudicial interest in item 16 as an allotment holder.

5. Minutes of previous meetings held in on 8th and 15th April 2009.

These having been circulated with the agenda it was resolved to AGREE the minutes. **Proposed** by K Jordan T, **seconded** by J Beales and **unanimously agreed**.

6. Actions arising from the minutes

None

7. Planning

7.1 The Chairman pointed out that the proposed development at 10 Playing Field Lane had been refused planning permission and read out the full reasons for this provided by the planning authority.

7.2 The schedule of comments on planning applications received for consultation was approved. **Proposed** T Brookman, **seconded** by B Wright and **unanimously agreed**.

8. Correspondence

8.1 Letter No53/2009 – A letter of increase in the hourly rate charged by Miracle Cleaning for litter picking was noted and approved. **Proposed** M Huke, **seconded** by K Jordan and **unanimously agreed**.

8.2 Letter No58/2009 – A request to use the Village Green on 20th June by the Methodist Church was approved.

8.3 Letter No63/2009 – A resident had asked if the small green at the top, north end of Hall Road could be properly maintained. Research has shown that it is owned by Cripps Builders and the Clerk had already contacted them to ask if they would cut and tidy the area. Councillor Huke proposed that as the piece of land was quite prominent and near the Village Green, Cripps be asked to give it to the Council so that it could be properly maintained on the same basis as other open spaces in the village. **Proposed** M Huke, **seconded** by M Horrocks and **unanimously agreed**.

8.4 Letter 60/2009. Councillor Jordan reported on a recent planning seminar he and Councillor Carberry had attended and urged members to make use of the web based planning portal mentioned in this letter.

8.5 A request from the Carnival Committee (received after the agenda had been prepared) to use the Village Green opposite the King's Arms on 7th June was approved.

9. Finance

9.1 The schedule of invoices circulated with the agenda was approved for payment. **Proposed** by K Jordan, **seconded** by B Carberry and **unanimously agreed**.

9.2 A report from the Clerk concerning alternative insurance company proposals to provide insurance cover for the Council was considered. It was AGREED to take up insurance cover for 2009-10 based on the offer from Came and Company through Norwich Union in the sum of £1,166.57 which was added to the schedule of payments for the month. **Proposed** P Manifold, **seconded** by B Carberry and **unanimously agreed**.

10. Footways/highways

The Clerk was asked to report a pothole in the service road to the rear of Repps Road green.

11. Footpaths

11.1 It was noted that Mr Tann of Norton's Farm had written to say footpath No 15 would be reinstated shortly.

11.2 The Clerk was asked to pass on the Council's thanks to the residents who very effectively cleaned up footpath No11 during the Spring Clean Day on 19th April.

12. Communication - Annual Report

12.1 A draft of the 2009 Annual Report was considered and approved. It was noted that the report would be delivered to households in the village by the Offenders Community Work Unit during June.

12.2 Councillor Beales reported that informal notice had been received that the Council's submission to become a Quality Parish Council had been successful. The Communications Working Party and the Clerk were wholeheartedly congratulated for this exceptional achievement.

13. Former Baptist Church Graveyard, Oak Tree Close.

Members were informed that arrangements had been made with the Offenders Community Work Unit to start work on clearing the Oak Tree Close 'Dissenters' graveyard on 26th; 27th & 30th May and 1st; 2nd; 3rd June. The Baptist Church is fully involved and supportive and St Mary's Church had agreed use of the Church Hall as a rest facility for the workers. Refreshments would be provided by the Baptist Church and the Parish Council. The Clerk was asked to write to neighbouring property owners to the graveyard to let them know when the work would take place.

At this point Councillor Huxtable gave his apology that he had other urgent business and left the meeting.

14. Scarecrow Festival

Councillor Beales reported on the very successful outcome of the May Fair and Scarecrow Festival on 3rd/4th May. It was agreed to give £450 from the proceeds of the fair to St Mary's Church Hall Restoration Fund. **Proposed** J Beales, **seconded** by M Horrocks and **unanimously** agreed.

15. Small Works

15.1 It was reported that the bus shelter in Repps Road had been vandalised again and an end panel had been kicked out only two days after a recent repair. The police have been asked to investigate the continuous vandalism of the shelter. Given that the shelter is due to be replaced it was agreed that the panel would not be reinstated.

15.2 The Chairman pointed out that emergency repairs were required to the car park next to the village green due to sudden and unexpected subsidence. A letter had been sent to the Co-op asking for discussions about the cost of maintaining the car park which is mainly used by their customers and delivery lorries. The Clerk was asked to send a letter of sympathy to a resident who had had difficulty getting medical attention following a fall on the car park.

16. Allotments

Councillor Wright reported that all the newly prepared plots had been let and that another which is not being properly tended may have the tenancy terminated shortly.

17. Luncheon Club

Councillor Gates reported that both the Martham and Hemsby clubs are going well and membership is healthy.

18. Environmental Enhancements

18.1 Following on from the successful spring flower planting schemes of last year the Chairman suggested further planting schemes to enhance the village. It was agreed to extend the existing planting at Repps Road and plant around the village Welcome Signs subject to adequate funding from recycling. Councillor Horrocks was thanked for her work in organising the new planters on The Green.

18.2 The Chairman reported that following the Spring Clean day Mr & Mrs Stuart-Jacks had offered to provide free labour to repair the clay base of the pond near the Fish & Chip shop. It was AGREED to accept their offer of help and the Chairman was asked to liaise with them and also report back on potential planting schemes for the pond.

19. Committee and Working Party Representatives

Representatives of committees and working parties were reconsidered. Fresh working party representatives were nominated, seconded and elected in accordance with the attached schedule. As most of the Parish Plan action points have been delivered it was agreed to consider Parish Plan progress as an annual agenda item.

- 20. Disability Access to the Village Green**
 Further consideration was given to proposals made last month to improve access to the village greens. It was AGREED to set up a working party to investigate the issues in detail. Councillors Beales and Horrocks, plus the Clerk were nominated as members of the working party. **Proposed** M Huke, **seconded** by B Carberry and **unanimously** agreed.
- 21. Common Road Smea Conservation Area**
 Councillor Jordan reported back on proposals made by NCC forestry officers to develop this land following a site meeting held on 9th March. It was AGREED that the paths shown on the proposals would be marked out and maintained and that grants be sought for tree planting. **Proposed** M Huke, **seconded** by B Carberry and **unanimously** agreed.
- 22. Equal Opportunities Policy**
 The Policy was reviewed and adopted unchanged. **Proposed** J Beales, **seconded** by T Brookman and **unanimously** agreed.
- 23. Health and Safety Policy**
 The Policy was reviewed and adopted unchanged. **Proposed** T Brookman, **seconded** by J Beales and **unanimously** agreed.
- 24. Youth Activities**
 The Chairman reported back on a very productive meeting that he and Councillor Brookman had had at Flegg High School on 12th May when a range of youth activities had been discussed in conjunction with creating some form of youth council and using the former youth club building on the playing field. A further meeting has been arranged on 2nd June.
- 25. Bollards at Martham Staithe**
 As Chairman of the Boat Dyke Trust Councillor Jordan asked the Council, in its capacity as Custodial Trustees, to consider proposals to erect bollards along the road edge to prevent cars from parking next to the Staithe. The Council AGREED in principle to support the proposals and pay to submit the planning application once it had been prepared. **Proposed** M Huke, **seconded** by B Wright and **unanimously** agreed.
- 27. Car Park at Martham Staithe**
 As Chairman of the Boat Dyke Trust Councillor Jordan asked the Council, in its capacity as Custodial Trustees, to consider proposals to provide a parking area to the north of Ferrygate Lane near the staithe and he provided plans and gave details of the suggested scheme. The Council AGREED in principle to support the proposals and pay to submit the planning application once it had been prepared. **Proposed** M Huke, **seconded** by B Wright and **unanimously** agreed.
- 28.** The next meeting is to be held on Wednesday, 17th June 2009. The next public surgery is on 30th May in the Methodist Church when Councillors Brookman and Gates should be in attendance.

The meeting closed at 21.35 hours.

Signed..... Dated.....
 Chairman