

**Minutes of Martham Parish Council Meeting
held in the School Room, Methodist Church, Repps Road, Martham
on 21st September 2011 at 19:30 hrs.**

PUBLIC FORUM

The Chairman opened the public forum by welcoming six members of the public, Brandon Lewis MP, Borough Councillors Barry & Mary Coleman and PCSO Peter Williamson.

Apologies were received from County Councillor Michael Carttiss.

Brandon Lewis MP addressed the meeting on the potential implications of the Localism Bill for Parish Councils and how it aimed to provide local people with real control over their communities. He also answered a variety of questions about current Government policy and the lack of influence parish councils have over principal authorities especially concerning planning and highway issues.

Borough Councillor Barry Coleman asked for the Parish Council's views on the suggestion of the County Council or the Borough Council providing a barrier at the west end of Willows Court where the path meets Rollesby Road to provide added safety. The Parish Council fully supported the proposal which Councillor Coleman said he would take forward. The Police also supported the suggestion.

In answer to a question Councillor Coleman said that it was unlikely that the big screens would ever be re-introduced in Great Yarmouth town centre.

PC Williamson reported that generally things were quiet in the village from a crime standpoint. Police patrols currently included Somerton Road and Repps Road bus shelters. There will be a meeting of the Safer Neighbourhood Team at the Social club at 7pm on 28th September.

Issues were raised with him concerning anti-social car parking fronting the terrace at the former Gladedale development in White Street and accuracy of crime records on the police website.

The public forum closed at 20.26 hours.

COUNCIL MEETING

Those Present:

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

Presiding: M Huke.

Clerk in attendance: Peter Dawson.

1. **Apologies** were accepted from Councillor N Shields.
Councillor Jeremy Moore submitted his resignation as a Councillor earlier in the day and the Clerk was asked to notify the Borough Council and set in motion the procedure for finding a replacement.
2. **Declarations of Interest.** Cllr. B Wright declared a personal interest in item 9 as an allotment holder.
3. **Minutes of the Meeting held on 20th July 2011.**
It was resolved to AGREE the minutes of the meeting held on 20th July 2011. **Proposed by P Manifold, seconded by J Beales. Unanimously agreed.**

4. **Actions arising from the minutes.**

- 4.1 The Clerk had written to the NPS Group (property service agents for NCC) on 24th July 2011 about the Bell Tower at the former First School but had not received a reply.
- 4.2 Councillor Beales reported back, as requested, that the current sessions being run by the CAB at the Trinity Centre were very busy and that they were pleased to agree to extend them for three extra months in 2012 with the help of a grant from the Parish Council. Minute page 495, para. 7.4 of 20th July 2011 was re-affirmed to give a Section 137 grant of £270 during 2012/13 for this purpose. **Proposed by J Beales, seconded by B Wright. Unanimously agreed.**

At this point the Chairman suspended the meeting to invite public comments on any planning matters under the next agenda item.

The owner/occupier of 1 Repps Road referred to a detailed email he had sent to Parish Councillors giving details of his objections to the development of the Comm-Tech site at 2 Rollesby Road. He provided additional information about his objections. Another resident questioned the commercial wisdom of the development.

There were few comments about the development of the former First School site off School Road where the proposals appeared to follow those made during public consultation.

Having thanked those present for their contributions and especially the detailed points made in the email the Chairman re-opened the Council meeting.

5. **Planning**

- 5.1 The Chairman invited Member's comments in respect of the planning application to redevelop the present Comm Tech site at 2 Rollesby Road to provide 8 three bedroomed dwellings and associated driveways, landscaping, gardens and an access road. Members expressed a range of objections and concerns based on over development; insufficient garden space; incompatible with the design of existing buildings; proximity of nearby buildings; conflicts with character of surrounding buildings; highway safety; and health threat due to former petrol tanks. The Clerk was asked to draft the objections as outlined in agreement with the Planning Working Party. **Proposed by K Jordan, seconded by P Manifold. Unanimously agreed.**
- 5.2 The Chairman invited comments in respect of the planning application to demolish the former First School off School Road and redevelop the site with 12 dwellings and a change of use to provide additional churchyard space. There were no material objections but it was felt a request to retain protected trees and those along the boundary with the graveyard should be repeated to the Planning Officer.

6. **Thinking Fuel**

The Clerk reported on the outcome of the public meeting held on 7th September 2011 to form a domestic heating oil syndicate in the village run by the Norfolk Rural Community Council in association with AF Affinity. The meeting had been attended by approximately 60 residents and 56 had since signed up to the scheme so it appeared that the scheme would be very popular. Those registered in the scheme were now free to order oil by placing orders direct with AF Affinity with the biggest potential discounts being available by bulking orders together on the first of each month.

7. **Correspondence**

- 7.1 Letter No. 96/2011. A resident had sent an email requesting the provision of dog fouling bins in the village. The reply sent by the Clerk was noted and no further action was taken.
- 7.2 Letter No. 101/2011. Councillors Huxtable & Jordan were nominated to attend the Broads Authority Planning Forum on 28th September 2011.
- 7.3 Letter No. 102/2011. The Council had been consulted on the new draft National Planning Policy Framework but made no comments.

- 7.4 Email No106/106a/2011. A resident had sent in two emails about speeding in Repps Road and it was noted that monitoring equipment had since been deployed. It was AGREED to await the outcome of the monitoring before taking any action.
- 7.5 Letter 109/2011. Great Yarmouth Borough Council (GYBC) had notified the Council about permission given for five trees to be removed at 3/5 White Street. Members were informed that the Clerk had written to GYBC seeking a delay of the removal of the trees and clarification of tree protection in the conservation area on 21st August 2011 but had not yet had a reply.
- 7.6 Letters 112 & 112a/2011. Letters from the Land Registry had informed the Council that the owners of 17 The Green were claiming ownership of a cess pit, or silt filter chamber, on The Green near the main pond. It was AGREED to take whatever action was necessary to reject the claim. **Proposed by K Jordan, seconded by B Wright and unanimously agreed.**

At this point Councillor Watson gave his apology for having to leave the rest of the meeting.

- 7.7 Letter No 115/2011. A letter had been received from Norfolk Accident Rescue Service requesting a grant to help provide their services. Taking into account that the Council's fund for Section 137 grants had been exhausted for the current year it was AGREED that no grant could be given but the Finance Committee was asked to review Section 137 funding at its next meeting. **Proposed by M Huke, seconded by K Jordan and unanimously agreed.**
- 7.8 Letter No 116/2011. A copy letter had been received from the resident of 26 Hall Road complaining about traffic and highway related issues in Hall Road. It was noted that the letter had been sent to the Highways Department and it was AGREED that no further action was necessary.

8. Finance

The schedule of payments shown at appendix 'A' and totalling £5,518.78 was approved for payment. **Proposed by P Manifold, seconded by K Jordan and unanimously agreed.**

9. Allotments

Plans to reduce the height of the hedge along the Cess Road boundary are in hand.

10. Footways and Highways

It was noted that the Highways Department had installed two dropped kerbs to provide improved access to the village green.

Councillor Manifold reported that the hedges along Low Road needed cutting back.

11. Footpaths

It was noted that the letter sent by the Clerk to Norfolk County Council on 29th July 2011 to ask what they were doing to meet their legal responsibilities to cut and maintain footpaths in Martham had not been replied to.

Councillor Manifold reported that the hedges along Sandy Lane needed cutting back.

12. Small Works

It was noted that the Somerton Road telephone box had been painted and turned into a public notice board and it was AGREED that approximately £105 be spent on new glass panels to complete the restoration work.

A new seat and a picnic table had been provided on the village green.

Dead branches had been removed from the horse chestnut tree next to the Back Lane pond.

13. Luncheon Club – nothing to report.

14. Tree Seat

At the July 2011 meeting of the Council Councillors Beales and Shields were asked to identify a suitable seat to go around the tree on the small green near the bus shelter. Suitable seats had proved difficult to obtain at an acceptable price and it was AGREED to suspend the idea.

15. Pond off Back Lane

Following the decision at the July 2011 meeting Anglian Water had provided the cost of connecting a water supply to the pond which could be used to top it up when it runs dry. The cost of connection was £1,725.60 plus VAT. It was AGREED to accept the quote and have the work done subject to obtaining acceptable quotes from plumbers/builders to provide a chamber to hold a water tank and ball cock that would connect to the water main and act as an automatic filler of the pond when the water level falls. The Small Works Working Party was asked to oversee the work. **Proposed by K Jordan, seconded by M Huke and unanimously agreed.**

16. Monthly Surgeries

It was noted that for several months no members of the public had attended the monthly surgeries provided by Councillors. The Communications Working Party was asked to consider the future of the surgeries. **Proposed by M Huke, seconded by P Manifold and unanimously agreed.**

17. Affordable Housing

The Chairman reported that funding was available through Section 106 grants for affordable homes in the village provided suitable reasonably price land could be identified. If land could be found it may be possible to work with housing associations to provide affordable homes for local people. Councillors Huke and Huxtable were asked to investigate this matter further and report back to Council in due course.

18. Christmas Lights

The Chairman reported that one set of lights had been removed from a tree near the former bank on The Green and it was thought they could be repaired and put back. If this was successful the lights in the two other trees would also be removed and repaired.

19. Dog Fouling

See item 7.1 above. Members were shown a stencil that could be used to spray paint onto pavements that are subject to dog fouling reminding people to clean up after their dog. The Clerk was asked to make use of the stencil in suitable areas. It was noted that GYBC is actively prosecuting dog owners caught allowing their animal to foul public places and a prosecution of a Martham resident is likely to go to court shortly.

At the point the Chairman proposed that Standing Orders be waived in order to finish the business agenda for the night, seconded K Jordan and agreed.

20. Items for the next Agenda – please notify the Clerk of any.

21. The next meeting of the full Council will be held on 19th October 2011. The public surgery due to be held on 24th September is to be suspended subject to recommendations from the Communications Working Party.

22. The Chairman invited members of the public to leave the meeting in accordance with section 1 of the Public Bodies (Admission to Meetings) Act 1960 on the grounds that publicity would be prejudicial to the public interest because of information that was sensitive and/or the discussions were subject to legal professional privilege.

The public meeting finished at 22.04 hours.

EXPENSES 21st September 2011 Meeting				Chq No.
	NET	VAT	TOTAL	
Talk Talk - monthly web and phone calls (July)	18.34	3.66	22.00	DD
Talk Talk - monthly web and phone calls (Aug)	17.66	3.53	21.19	DD
Parrs (picnic table)	611.24	122.25	733.49	1504
Si Laboratories	152.00	30.40	182.40	1505
Calor	18.33	0.92	19.25	1506
P Dawson (expenses & new seat on Green)	521.52	101.91	623.43	1508
Office Depot (UK) Ltd	43.95	8.79	52.74	1509
SSAF	17.50	3.50	21.00	1510
Mazars (annual external audit fee)	400.00	80.00	480.00	1511
E-on	6.42	0.32	6.74	1512
Secret Gardens	420.25	-	420.25	1513
Berryman	196.02	39.20	235.22	1514
Miracle Cleaning	88.00	17.60	105.60	1515
J Beales (Community Centre expenses)	83.82	-	83.82	Cash
E-on	6.28	0.31	6.59	1516
P Dawson	*	*	*	1517
P Dawson (expenses for repairs)	48.14	5.32	53.46	1517
HMRC	500.48	-	500.48	1518
Society of Local Council Clerks	106.00	-	106.00	1519
S Beales	*	*	*	1520
Secret Gardens	495.25	-	495.25	1521
Anglian Water	145.03	-	145.03	1522
Berryman	258.43	51.69	310.12	1523
Office Depot (UK) Ltd	31.57	6.31	37.88	1524
SSAF	111.30	22.26	133.56	1525
Miracle Cleaning	110.00	22.00	132.00	1526

* Payments made to personnel were approved but are excluded from publication under the Data Protection Act

RECEIPTS 21st September 2011 Meeting			
BCR (Clothes recycling 11.7.11)	32.20	-	32.20
Marquee Hire to Jan Turner on 30.7.2011	100.00	-	100.00
Broadland Woodturners	10.00	-	10.00
Scarecrow Festival	896.72	-	896.72
BCR (Clothes recycling 2.8.11)	30.50	-	30.50
NCC (recycling June 2011)	336.62	-	336.62

Signed.....(Chairman)

Dated: 19th October 2011