

**Minutes of Martham Parish Council Meeting
held in the School Room, Methodist Church, Repps Road, Martham
on 16th November 2011 at 19:30 hrs.**

PUBLIC FORUM

The Chairman opened the public forum by welcoming four members of the public, County Councillor Michael Carttiss and PC Cook. Borough Councillor Mary Coleman sent her apology.

It was noted that the planning application for a change of use of the former doctors surgery on the Village Green for use as a funeral office, waiting area and chapel of rest and store had been granted by the Borough Council. An objector asked the Council to repeat its objections again to the Borough Council. The Chairman explained that some of the concerns of the Council had been addressed and that there were no further planning grounds on which to object again.

County Councillor Michael Carttiss had nothing to report but was welcomed and wished well after his recent car accident.

Members asked PC Cook if more information could be supplied about crime trends or incidents that may be of help if residents were warned about them. PC Cook pointed out where this information was available on websites and said he was always happy to report village crime appropriate to the circumstances. Local crime details can be found at: <http://www.police.uk/crime/?q=Martham>, Great Yarmouth, Norfolk NR29 4PX, UK#crimetypes/2011-09

Members reported parking problems near the junction of Repps Road green and Cess Road which were causing problems for bus services.

The public forum closed at 19.59 hours.

COUNCIL MEETING

Those Present:

Councillors: J Beales; T Gates; M Huke; B Huxtable; K Jordan; M Murrant; N Shields; H Walford; T Watson & B Wright.

Presiding: M Huke.

Clerk in attendance: Peter Dawson.

1. **Welcome of New Member and Apologies.**
The Chairman welcomed Michael Murrant to the Parish Council at his first meeting since being elected as a Councillor on 19th October 2011.
Apologies were recorded from Councillor Manifold.
2. **Declarations of Interest.** Cllr. B Wright declared a personal interest in item 8 as an allotment holder.
3. **Minutes of the camera meeting held on 21st September 2011 and general and camera meetings held on 19th October 2011.**
It was resolved to AGREE the minutes of the above meetings. **Proposed by K Jordan, seconded by J Beales. Unanimously agreed.**
4. **Actions arising from the minutes.**
The Clerk reported back on three site meetings held with the planning authority, Norfolk County Council Highways and the Borough Council to progress plans for two new bus shelters at Hemsby Road. Based on advice given by Highways a plan was circulated showing the recommended positioning of the two shelters. The Clerk was asked to instruct an architect to

draw up plans suitable for submitting as a planning application for the two shelters. **Proposed by K Jordan, seconded by B Huxtable. Unanimously agreed.**

Councillor Huxtable suggested that a bus shelter at the stop in White Street should be investigated in the future.

5. Planning

- 5.1 10 Playing Field Lane, proposed additional dwelling to the existing site. The proposed plans were displayed and the Chairman invited member's comments. It was AGREED to object to the proposal on the grounds of overdevelopment of the site and it being out of character with adjoining properties, plus concerns about the height of hedges and use of the unadopted road for access.
- 5.2 17 The Green, proposed double garage with revised elevations and access. It was noted that the proposed access to the garage would be across part of the village greens which are owned solely by the Parish Council which had not been previously consulted. The Chairman invited the views of members. It was AGREED to send a strong objection to the Borough Council concerning the proposal to access the garage across the Village Greens for which permission would not be given. Draft wording of the objection was read out and unanimously agreed.
- 5.3 The Chairman informed members that consideration of the revised development at 2 Rollesby Road had been deferred by the Borough Council until 13th December 2011.

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

6. Correspondence

- 6.1 Letter No. 132/2011. The Rural Sports Development Officer had written seeking support for the Norfolk Village Games. It was noted that Councillor Walford was a co-ordinator of the games and would be keeping the Council informed of what was taking place. Councillor Watson also offered his help with the games and to act as Council representative.
- 6.2 Letter No. 135/2011. There were no nominations for the meeting of the Norfolk Rural Forum on 23rd November.
- 6.3 Letter No. 138a/2011. Adverse possession claim to road and lay-by by Mr & Mrs Nicholas-Jago of 17 The Green. It was noted that the Clerk and a Working Party of Councillors M Huke and K Jordan had already been given delegated authority to defend this claim at the adjudicator hearing.
- 6.4 Letter 140/2011. Errors in the letter sent to the Borough Council concerning business rates were noted and the Clerk was asked to send a revised note acknowledging that 7 The Green had always been registered as liable for, and paid, business rates.
- 6.5 Letter 141/2011. A Notice of Adjudication hearing in the case of Vincent & Georgina Nicholas-Jago vs The Council concerning a claim for adverse possession of a silt filter/cess pit on Martham Village Green was noted.
- 6.6 Letter No.142/2011. A resident from Thurne Rise had requested more seats on the Playing Field and other parts of the village and a litter bin in White Street. Councillors M Huke and B Wright AGREED to review seating around the village as part of the Small Works WP. The Clerk was asked to reply to the letter.

7. Finance

- 7.1 The draft minutes and recommendations of the Finance Committee held on 25th October 2011 for the annual budget for 2012-13 were received. The budget recommended by the Finance Committee resulting in an increase of less than 1% to the Parish element of Council Tax for 2012-13 was APPROVED. **Proposed by B Huxtable, seconded by T Watson and unanimously agreed.**
- 7.2 The schedule of payments shown at appendix 'A' was approved for payment. **Proposed by K Jordan, seconded by J Beales and unanimously agreed.**

8. **Allotments.** Nothing to report.

By this point of the meeting Borough Councillor Barry Coleman had arrived and the Chairman suspended the meeting so that he could provide information about proposed safety measures at the entrance to the playground in Rollesby Road.

Councillor Coleman explained the outcome of a joint site meeting with the Borough Council, Norfolk County Council (NCC), PC Dick Cook and the Clerk where it had been agreed that NCC would replace parts of the existing tarmac entrance with ripple paving as a safety measure that would deter the use of the slope for skateboarding. NCC had also agreed to provide flower tubes on the opposite side of the road which would act as a safety barrier provided they were maintained in the future by the parish council.

The Chairman thanked Councillor Coleman for bringing together such a satisfactory conclusion and re-opened the Council meeting.

9. **Footways and Highways**

It was AGREED to accept the kind offer of NCC to provide the tubs mentioned above and to plant and maintain them in the future. **Proposed by M Huke, seconded by T Watson and unanimously agreed.**

10. **Footpaths**

The hedge that obstructed the way marker sign on footpaths No5 had been cut since the last meeting.

The Clerk reported that the kissing gate at the Cess Road end of footpath No6 was broken. The County Council had refused to repair it and preferred it to be removed. The landowner preferred that it be retained. It was AGREED to have the gate post replaced and add the gate to the lists of assets and regular maintenance.

11. **Small Works**

Nothing to report.

12. **Communications.**

The Working Party (WP) reported back as requested on work in progress regarding options for future public surgeries. The WP had also completely reviewed the effectiveness of current information and publicity and recommended that a donation of £200 be made to St Mary's Church as a contribution to production costs for the space taken up monthly in the Parish Magazine. (Powers under LGA 1972 s.142 - newsletters). The Clerk was asked to pursue the suggestion that the Annual Report be delivered with the Parish Magazine in June 2012 at which time a further donation of £200 would be made to assist production costs. It was also AGREED to set up a budget line in the accounts for publicity. **Proposed by K Jordan, seconded by J Beales and unanimously agreed.**

13. **Community Centre**

It was noted that membership of the Youth Group was now 99 and 40+ people attended each Friday.

Councillor Beales informed everyone that a Christmas event would take place at the centre from 10.30am to 4.30pm on Saturday 10th December.

14. **Cess Road Smees – deferred until the next meeting.**

15. **Personnel Working Party**

It was AGREED to add Councillors Murrant and Watson to the Personnel Working Party in addition to Councillors Beales and Shields. Councillors Shields, Murrant and Watson were asked to review the terms of employment, including salary, of the Community Centre caretaker.

16. Items for the next Agenda.

- Boat Dyke Trust
- Cess Road Smee
- Repps Road speeding and Black Street flashing sign.

17. The next meeting of the full Council will be held on 21st December 2011.

18. 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 21.38 hours.

Appendix 'A'

EXPENSES 16th November 2011 Meeting			
	NET	VAT	TOTAL
Talk Talk - monthly web and phone calls	21.48	4.29	25.77
P Bunting	20.00	0	20.00
Salaries/wages	591.28	0	591.28
Metro Glazing Ltd	101.60	20.32	121.92
Calor	18.33	0.92	19.25
Community Centre TV Licence	145.50	0	145.50
Secret Gardens	420.25	0	420.25
Miracle Cleaning	88.00	17.60	105.60
E-on	8.91	0.45	9.36
1 st Class Fire Protection	30.40	6.08	36.48
Berryman	220.24	44.05	264.29
Anglian Water Services Ltd	1438.00	287.60	1725.60

RECEIPTS 16th November 2011 Meeting			
BCR (recycling)	45.30	0	45.30
Community Centre/Gym lettings	874.00	0	874.00
Footpath Guides	18.00	0	18.00

Signed.....(Chairman)

Dated: 21st December 2011