

HOVETON PARISH COUNCIL

1084

Minutes of the Parish Council Meeting held on 5th December 2011 at Hoveton Village Hall

Present: Councillor Mrs J Newey. (Vice-Chair and Chair of the meeting)
Councillor M Russell.
Councillor M Richmond.
Councillor W Dickson.
Officer: Clive Gardner –Clerk.

Visitors in Attendance: 1 Resident.
Councillor N Dixon (District and County Councillor) (Not present throughout the meeting)

Please note the meeting was closed and reopened on several occasions to enable members of the public to speak. These occasions (apart from item 5) and the comments made have not been recorded except in so far as they form part of the discussions by members when the meeting re-opened.

1 APOLOGIES

Councillors Mrs C Williams, Mrs A. Howe, and P. Howe gave their apologies.

2 CO-OPTION

The Clerk confirmed due to the resignation of one further councillor (A. Nicholson) he is obliged to notify the Returning Officer at NNDC of a casual vacancy.

3 DECLARATIONS OF INTEREST

There were no declarations of interest.

4 MINUTES OF PREVIOUS MEETING

It was **AGREED** and **RESOLVED** to confirm and for Councillor Mrs J Newey to sign the minutes of the meeting held on 7th November 2011.

5. PUBLIC SPEAKING

5.1 See addendum.

5.2 See addendum.

5.3 See addendum.

6 CORRESPONDENCE

6.1 There was noted an email from Councillor N Dixon dated 21st November 2011 and supporting documents regarding the Norfolk Parking Partnership. The meeting wanted to know what frequency of parking enforcement officers could be expected in Hoveton. The meeting was told that this was difficult to anticipate as it was likely that the provider would most likely be driven by outcomes rather than there being a specific cover provided to each area.

6.2 A letter from Stop Norwich Urbanisation dated 25th November 2011 seeking a grant was noted but the meeting agreed to make no grant.

6.3 A letter from BA dated 8th November 2011 regarding the current position on the planning status of the Sandwich Shop (Indulge) Norwich Road Hoveton was noted. The Clerk was asked to send a copy of such letter to N Lamb MP and Mr Grey as the letter formed the conclusion of the enquiry raised by Mr Grey.

6.4 The Clerk brought to the attention of the meeting a letter from Mrs JD Griffiths regarding the difficulties over residential parking at Blofeld Loke Hoveton. This was discussed but regrettably the Council has no powers to assist in this respect. The Clerk was instructed to write to Mrs JD Griffiths accordingly.

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Chair: Mrs Carolyn Williams
Crabbetts, Horning Road,
Hoveton.
NR12 8JW
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7 FINANCIAL MATTERS

- 7.1 It was **AGREED** and **RESOLVED** that the following payments be made:
- | | £ |
|--|--------|
| a) CGM Landscaping (Grounds Maintenance) | 51.00 |
| b) Clerks pay and expenses (subject to deduction of tax and NIC's) | 442.79 |
| c) NNDC election costs | 73.51 |
| d) TT Jones Electrical Limited quarterly account. | 648.18 |
| e) 1 and 1 Internet Limited for website payment to Councillor M Russell
(who has discharged the account) | 8.96 |
- 7.2 It was **AGREED** and **RESOLVED** to pay the wages of the litter picker
(subject to deduction of tax and NIC's) 133.20
- 7.3 It was **AGREED** and **RESOLVED** to retender the contract for the grass
cutting contract for the playing field. The Clerk to action this.
- 7.4 It was **AGREED** and **RESOLVED** there be paid to CGM Landscaping the sum of 77.90

8. PLANNING

Councillor Mrs J. Newey reported on the following applications and decisions and it was **AGREED** and **RESOLVED** by the Council as stated below :

- 8.1. **Planning Application (NNDC) PF/11/1083** Installation of solar panels Financial House Tilia Business Park Hoveton. No Objection.
- 8.2. **Planning Application (BA) 2011//0311/COND** Variation of conditions 5 and 6 previous planning permission B1/2006/1508/PF Wings Brimbelow Road Hoveton. No Objection.
- 8.3. **Planning Application (NNDC) 2011/1364.** Erection single storey rear extension and attached garage 24 Waveney Drive Hoveton. No Objection.
- 8.4 **Planning Application (NNDC) PF/11/1367** Variation of condition 2 of planning permission PF/11/0360 to change conservatory to garden room and reduction in glazing 140 Stalham Road Hoveton. Concerns expressed over the potential use of the conservatory.
- 8.5 **Appeal reference APP/E9505/D/11/2164046** Cobwebs Beech Road Hoveton. Retrospective erection of maintenance stair to existing flat roof. Noted.
- 8.6 **Decision Notice (BA) 2011/0350/FUL Approved** Proposed dormer extension to dwelling The Wilderness Meadow Drive Hoveton.
- 8.7 A draft letter to the Spatial Planning Team Broadland District Council (copy supplied) was noted and approved (subject to the deletion of the last paragraph which was in bold and amending 2 miles to 1.5 miles) but the Clerk was not authorised to send the letter until after the meeting referred at Item 5.1(b) and having had a report from those Councillors attending and if necessary to amend the letter if required as a result of the matters discussed at that meeting.
- 8.8 There were no planning matters received since 28th November 2011 to discuss.

9. STREET LIGHTING

The Clerk reported that the order to replace the streetlights had now been placed and it was expected that the work would commence in January 2012.

10. PARISH LOGO

It was **AGREED** and **RESOLVED** that this matter be adjourned until the Council meeting on 9th January 2012.

11. MISCELLANEOUS

11.1 It was **AGREED** and **RESOLVED** that selecting a person to be responsible for liaison with The Bridge Magazine and arranging for matters being referred to the editorial team should be adjourned to the Council meeting on the 9th January 2012.

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- 11.2 It was **AGREED** and **RESOLVED that** the provision of the Salt and Grit bin location at the Bridge Hoveton and how it is to be used and operated needed no amendment.
- 11.3 It was **AGREED** and **RESOLVED** that Councillor M Russell would make representations regarding the disrepair of a fence near Roy's Hoveton.
- 11.4 It was **AGREED** and **RESOLVED** that the prospective dates for Council meetings for 2012 should be as set out in the addendum to these minutes.
- 11.5 No exclusions were necessary and it was **AGREED** and **RESOLVED** that the Clerk's employment contract was approved in the form circulated to members together with the employees Grievance Procedure and Disciplinary Procedure subject in the case of the latter document to the insertion of the word "not" after "(this.." in the seventh line of paragraph 6.3.

12. GRANARY STAITHE

No exclusions were necessary. Councillor M Richmond confirmed that the application had been submitted to NCC. He also reported that the letters to N Lamb MP and Councillor Jordan (NCC) had been sent. It was also confirmed that Hoveton Village Hall had been booked for the public meeting on 20th January 2012 at 7.30 p.m. It was confirmed that a notice of the meeting had been inserted in the Bridge Magazine and will be publicised on the Parish website. Councillor M Russell agreed to produce some posters and these will be displayed in the Village.

13. MEMBERS MATTERS

- 13.1 There were no further items for inclusion in the Bridge Magazine
- 13.2 The following matters to be discussed at future meetings:
 - (a) Street Cleaning (February meeting).
 - (b) The purchase of a cabinet for the storage of papers.

The meeting ended at 9.40 pm

**The next meeting of Hoveton Parish Council
Will be held in Hoveton Village Hall
at 7.30pm
Monday 9th January 2012**

Signed Date

Chair: Mrs Carolyn Williams
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Addendum

5. PUBLIC SPEAKING

- 5.1** Councillor N Dixon stated:
- (a)** That in relation to the road improvements at Church Road Hoveton consultation with stakeholders had now been completed. There now needs to be obtained a Traffic Regulation Order.
- (b)** Asked whether Councillors intended to attend the Planning Issues Forum to be held on 12th December 2011. It was stated that Councillors Mrs J Newey and M Russell would attend. The Clerk was instructed to contact NNDC regarding this. It was noted that the Broads Authority had not been invited to such meeting.
- 5.2** There was an email report from Stalham SNT which was read to Councillors. The PCSO gave her apologies for not attending. It was confirmed that the PCSO hoped to attend the next Council meeting.
- 5.3** There were no further comments or matters raised at this stage in the meeting by the public.

11.4 **PROSPECTIVE COUNCIL MEETING DATES FOR 2012**

- 9TH January 2012
- 6th February 2012
- 5th March 2012
- 2nd April 2012
- 4th May 2012 (Annual Parish Meeting)
- 14th May 2012
- 11th June 2012
- 2nd July 2012
- 6th August 2012
- 3rd September 2012
- 1st October 2012
- 5th November 2012
- 3rd December 2012

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