

HOVETON PARISH COUNCIL

**Minutes of the Parish Council Meeting
held on 9th January 2012 at Hoveton Village Hall**

Present: Councillor Mrs C Williams. (Chair of the meeting)
Councillor Mrs J Newey.
Councillor Mrs A. Howe.
Councillor P.Howe.
Councillor M Russell.
Councillor M Richmond.
Councillor W Dickson.
Councillor N Searle-Jones. (From item 2 only)

Officer: Clive Gardner–Clerk.

Visitors in Attendance: 2 Member of the public.
Councillor N Dixon (District and County Councillor) (Not present throughout the meeting) and PCSO Laura Bennett. (Not present throughout the meeting).

1 APOLOGIES

There were no apologies.

2 CO-OPTION

Neil Searle-Jones confirmed details about his background and that he resided in Hoveton and he was unanimously co-opted as a Councillor. He immediately signed a Declaration of Acceptance of Office and then participated in the remainder of the meeting.

3 DECLARATIONS OF INTEREST

There were no declarations of interest except Councillor Mrs C Williams declared a non-prejudicial interest in item 8.2.

4 MINUTES OF PREVIOUS MEETING

It was **AGREED** and **RESOLVED** to confirm and for Councillor Mrs C Williams to sign the minutes of the meeting held on 5th December 2011.

5. PUBLIC SPEAKING

5.1 See addendum.

5.2 See addendum.

5.3 See addendum.

6 CORRESPONDENCE

6.1 A letter from NCC and supporting documents regarding the part night lighting in Hoveton was noted.

6.2 A letter from Norfolk Police Authority dated 14th December 2011 relating to the Police Budget for 2012/2013 was noted.

6.3 A letter from NCC dated December 2011 regarding gritting routes was noted.

6.4 A letter from Anglian Bus Limited dated 3rd January 2012 was reported to the meeting regarding the stopping of the 123 service outside the Kings Head in Hoveton. Anglian Bus Limited reported that passengers wanted to alight at this point and it caused no disruption. They stated that their inspector would look at the matter and they would report back to the Parish Council. The Clerk was asked to diarise the matter and to contact Anglian Bus Limited in the event nothing further was heard from them.

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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)	77.90.
b) Clerks pay and expenses (subject to deduction of tax and NIC's)	484.33.
c) J.A Garden Maintenance maintenance to Stalham Road footpath	360.00.
- 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** that the following forms in favour of Barclays Bank PLC be appropriately signed :
 - (a) To close account 40489786 and transfer the balance (currently £63.03) to account 40489794 and to sign all necessary forms.
 - (b) To sign form A authorising the Clerk to give instructions to Barclays Bank PLC excluding payments.
- 7.4 It was **AGREED** and **RESOLVED** that the Clerk would consider appropriate deposit accounts for Parish Council funds not immediately required for expenditure purposes namely the Council's contingency funds which they are required to hold.
- 7.5 It was **AGREED** and **RESOLVED** that the draft Financial Regulations as presented to the meeting should be forthwith adopted and displayed on the Parish Council website subject to the following amendments:
 - (a) They be dated 9th January 2012
 - (b) Paragraphs 11.1(b), (f) and (h) be amended to insert "£60,000" instead of "£50,000".
- 7.6 (a) It was **AGREED** and **RESOLVED** to pay "Thinking Rural" £587.99 being the pay and expenses of the Clerk and the charge raised by "Thinking Rural" for the cost of administering PAYE and NIC for the Council.
 (b) The payment of £466.40 by direct debit to Eon for lamp post lighting was noted.

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/11/1479.** Construction of pitched roof to front extension and formation of covered way Station Road Business Park Horning Road West Hoveton. No objection.
- 8.2. **Planning Application (BA) 2011//0401/COND.** Removal of condition 3 previous planning permission BA/2005/1276/HISTAP to allow permanent residential use 1 Crabbetts Horning Road Hoveton. No objection.
- 8.3. **Planning Application (NNDC) 2011/1507.** Erection single storey side and rear extensions and Raising of roof to provide first floor habitable accommodation and erection of attached garage Treedona, Tunstead Road Drive Hoveton. No objection.
- 8.4 **Planning Decision Approved (NNDC) PF/11/1367** Variation of conditions 2 and 3 of planning permission PF/11/0360 to change conservatory to garden room and reduction in glazing 140 Stalham Road Hoveton.
- 8.5 **Planning Decision Approved (BA) 2011/0331/FUL** Replace existing garage/playroom with front/side extension at The Moorings Brimbelow Road Hoveton.
- 8.6 **Planning Decision Approved (NNDC) PF/11/1263.** Change of use from B8 (warehouse) to D1 (exhibition hall/museum) Unit 7 Station Road Business Park Horning Road West Hoveton.
- 8.7 Councillor M Russell reported on the Planning Issues Forum meeting which took place on the 12th December 2011 as follows:
 - (a) It was a useful meeting which conveyed the message to Broadland District Council that the proposal to construct 100 dwellings in the Wroxham parish was preferable to 300.

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(b) Steve Blatch Strategic Director NNDC offered to talk to Hoveton Parish Council regarding the issues surrounding the dilapidated buildings on Station Road Hoveton.

- 8.8 Planning Application (NNDC) PO/11/1505.** Residential development of up to 26 dwellings land adjacent to Abbotts Way Horning. The Clerk was instructed to write to NNDC stating that the Council had no objection to the planning application but to comment upon Hoveton Parish Council's concern over the resultant increase in traffic flows through Hoveton as a result of this and other developments in the area.

9. STREET LIGHTING

The Clerk stated that it was expected that the work to replace 30 lamp posts is estimated to commence at the the end of January 2012.

10. PARISH LOGO

It was **AGREED** and **RESOLVED** that Nigel Royle to prepare some proposed logos for consideration by the Council.

11. MISCELLANEOUS

- 11.1** It was **AGREED** and **RESOLVED** that the draft Standing Orders as presented to the meeting should be forthwith adopted and displayed on the Council website subject to the following amendments:
(a) They be dated 9th January 2012.
(b) Paragraph 1(o) be amended by substituting "(p)" for "(o)" in the last line of that paragraph.
- 11.2** It was **AGREED** and **RESOLVED** that the draft Financial and General Risk Assessments as presented to the meeting should be forthwith adopted and displayed on the Council website and they be dated 9th January 2012.
- 11.3** It was **AGREED** and **RESOLVED** that the draft Freedom of Information Publication Scheme as presented to the meeting should be forthwith adopted and displayed on the Council website and be dated 9th January 2012.
- 11.4** It was **AGREED** and **RESOLVED** that Councillor W Dickson be responsible for liaison with The Bridge Magazine and arranging for matters being referred to the editorial team.
- 11.5** The Clerk explained the situation regarding the Salt and Grit bin located at the Bridge Hoveton and how it is to be used and operated in the future.
- 11.6** Councillor M Russell reported that representations regarding the disrepair of a fence near Roy's Hoveton had been made and the matter had now been resolved.
- 11.7** 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.
- 11.8** It was **AGREED** and **RESOLVED** that Councillors M Russell and Mrs J Newey have authority to spend up to £250.00 to purchase a storage cabinet.
- 11.9** Discussion of the Queen's Jubilee be adjourned until the next meeting.

12. GRANARY STAITHE

The meeting remained an open meeting for this discussion.

- 12.1** Councillor M Richmond updated the meeting with current progress.
- 12.2** Although actions for further progress of the matter were discussed none of these could be progressed until further resolutions were made at the Council meeting in February 2012 and subsequent to the public meeting to be held on the 20th January 2012.
- 12.3** It was confirmed that the public meeting to be held on the 20th January 2012 was to proceed.

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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.
- (c) Councillor Mrs C Williams asked that a matter regarding a Residents Association (raised by Mrs R Massingham under item 5.3) be put on the Agenda for the next meeting subject to Councillor Mrs C Williams proposing the wording of the proposal.

The meeting ended at 10.35 pm

**The next meeting of Hoveton Parish Council
Will be held in the Jubilee Room Hoveton Village Hall
at 7.30pm
Monday 6th February 2012**

Signed Date

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Addendum

5. PUBLIC SPEAKING

- 5.1 Councillor N Dixon stated:
 - (a) That over the Christmas period it had been reported to him that the dog effluent bin (at the end of the footpath at Tunstead Road) had been full.
 - (b) That NNDC was to appoint a new Chief Executive and that the number of Strategic Directors was to be reduced from four to two.
 - (c) That a meeting had taken place regarding the condition of the buildings on Station Road Hoveton namely the Broads Hotel and the buildings opposite the Broads Hotel on 5th January 2012. He reported that Orchid Group (occupiers of the buildings opposite the Broads Hotel) had agreed to prepare details of what work could be carried out to tidy up this building.
- 5.2 The PCSO Laura Bennett attended in person and gave her report.
- 5.3 Mrs R Massingham asked whether the Council were aware of what might have happened to funds placed with a residents association in Hoveton some years ago. There were no further comments or matters raised at this stage in the meeting by the public.

11.4 **MEETING DATES FOR 2012**

- 9TH January 2012
- 6th February 2012
- 5th March 2012
- 2nd April 2012
- 11th May 2012 (Annual Parish Meeting Village Hall)
- 14th May 2012 (Annual Meeting of the Parish Council)
- 11th June 2012
- 2nd July 2012
- 6th August 2012
- 3rd September 2012
- 1st October 2012
- 12th November 2012
- 3rd December 2012

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