

HOVETON PARISH COUNCIL

**Minutes of the Parish Council Meeting
held on 6th February 2012 at Hoveton Village Hall**

Present: Councillor Mrs C Williams. (Chair of the meeting)
Councillor Mrs J Newey.
Councillor P.Howe. (Left at 8.50 p.m.)
Councillor M Russell.
Councillor M Richmond.
Councillor W Dickson.
Councillor N Searle-Jones.

Officer: Clive Gardner—Clerk.

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

1. APOLOGIES

Councillor Mrs A. Howe gave her apologies.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. 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 9th January 2012.

4. GRANARY STAITHE

4.1 Councillor M Richmond reported the progress that had been made since the last meeting.

4.2 Several Councillors reported upon the success of the public meeting which took place on 20th January 2012 where approximately 40 members of the public attended. Generally those attending were supportive of the proposal to try and secure Granary Staithe for the community. It was agreed that a copy of the report of the meeting would be placed with the Council minutes although it was accepted that this was not a formal parish meeting minute.

4.3 The working group outlined that they intended to meet with interested parties over the next 10 days or so. It was their intention to seek assistance from Norfolk Pro Help over such matters as a valuation. This approach was agreed. It was in any event **AGREED** and **RESOLVED** that the working group should have authority to incur costs up to £500.00 for the purpose of a valuation and the cost of the Clerk reporting upon the provisions in the title to the valuer to enable him to value the land. It was **AGREED** and **RESOLVED** that the Clerk would in this respect be paid at an enhanced rate of £15.00 per hour for this piece of work only. The report prepared by the Clerk would not include carrying out any land searches and would only report on the known title only. Councillor M Richmond agree that he would contact Melvyn Stone at NPS to update him and arrange a meeting for the end of February 2012. Councillor Mrs C Williams thanked the working group (Councillor M Richmond, Councillor P.Howe and Councillor W Dickson) for all their hard work on this matter.

5. PUBLIC SPEAKING

5.1 See addendum.

5.2 See addendum.

5.3 See addendum.

6. CORRESPONDENCE

6.1 An email and information sheet dated 12th January 2012 from the Rural Sports Development Officer regarding Active Norfolk Village Games was discussed under item 11.1.

6.2 An email dated 27th January 2012 from NNDC Corporate Director and a letter from Fields in Trust regarding the Queen's Diamond Jubilee was noted. Its funding terms were not considered appropriate for Granary Staithe. Councillor Mrs C Williams undertook to pass this onto Mrs R Massingham who takes an interest in such matters because she is chairman of Hoveton Village Hall and Playing Field committee.

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- 6.3 It was **AGREED** and **RESOLVED** that Councillor Mrs J Newey, Councillor N Searle-Jones and the Clerk would attend the neighbourhood planning seminar to be held by NALC in conjunction with Norfolk CPRE at Aylsham Town Hall on the 7th March 2012. The Clerk agreed to make the booking.
- 6.4 A letter from Victory Housing Trust dated 30th January 2012 regarding allotments was noted.

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)	519.04.
c) T.T. Jones Electrical Limited quarterly charge and additional costs	433.85.
d) To cancel cheque number 101674 to Thinking Rural for £587.99 issued but not sent to them and replace with a cheque for	454.79.
e) To pay Thinking Rural being the amount of their charges for PAYE and NIC for December 2011 in the sum of	629.53.
f) To cancel cheques numbered 101668 and 101699 in the sums of £51.00 and £77.90 respectively payable to CGM Landscapes (and issued to them) and on condition that the cheques have not been paid by the Bank and reissue further cheques for the same sums payable to CGM Landscapes.	
g) To pay by way of reimbursement or direct to NALC the cost of the Clerk registering to undertake the CiLCA qualification with NALC of	150.00.
h) To note a reclaim of VAT for the period 1 st October 2011 to 31 st December 2011 in the sum of £312.61.	

- 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 The bank reconciliation dated 23rd January 2012 where the Cash Book balance of £67,856.07 reconciles with the total monies held in the Parish Council's bank statements in the sum of £67,856.07 was noted and approved.
- 7.4 The Cash Book entries and the current balance of £67856.07 and the current position of expenditure against budgeted expenditure as at the 6th February 2012 was noted.
- 7.5 The Clerk reported that having investigated the matter with Barclays Bank PLC the only accounts which paid a material amount of interest were term deposits where the money could not be accessed during the term of the deposit which was not considered appropriate. Having reviewed other savings institutions there did not appear to be an appropriate savings account for reserves held by the Council as deposits with other savings institutions required the opening of a current account together with a deposit account this was not desirable. The Clerk is to contact Barclays Bank PLC so that the rate of interest on the deposit saver account earns the same interest as the current account. Councillor M Russell undertook to look into whether it was possible to deposit monies in charitable savings accounts.
- 7.6 It was **AGREED** and **RESOLVED** to pay Hoveton Village Hall £67.50 for the hire of Hoveton Village Hall.

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 :

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- 8.1 **Planning Decision Approved (BA) 2011/0418/NONMAT** amendment to planning permission BA/2011/0293/FUL Caracol Meadow Drive Hoveton to paint entire house in black stain rather than the current dark brown and the window in the gable end to be painted dark grey rather than white was noted.
- 8.2. **Planning Application (NNDC) PF/12/0083** Installation of acoustic louvres Telephone Exchange Church Road Hoveton. The Council resolved to object to the application on the basis that the development had the potential to increase noise that would result in disturbance to local residents. The Clerk was instructed to respond to NNDC accordingly.
- 8.3. **Planning Decision Approved (NNDC) PF/11/1479.** Construction of pitched roof to front extension and formation of covered way Station Road Business Park Horning Road West Hoveton was noted.
- 8.4 **Planning Decision Approved (NNDC) PF/11/1083** Installation of solar panels Financial House Tilia Business Park Hoveton was noted.
- 8.5 **Planning Decision Approved (NNDC) PF/11/1364.** Erection single storey rear extension and attached garage 24 Waveney Drive Hoveton was noted.
- 8.6 **Planning Decision Approved (NNDC) PF/11/1335.** Erection single storey rear extensions and Detached garage Sunpatch 22 Church Road Hoveton was noted.
- 8.7 **Planning Decision Approved (NNDC) PF/11/1226.** Erection side and rear extensions Casita 20 Church Road Hoveton.
- 8.8 **Planning Decision Approved (BA) 2011/0311/COND.** Variation of conditions 5 and 6 previous planning permission B1/2006/1508/PF Wings Brimbelow Road Hoveton was noted.

9. STREET LIGHTING

The Clerk stated that the work on replacing the lamp posts was nearing completion.

10. PARISH LOGO

Councillor M Russell reported that he had circulated some designs but had not received any proposed designs from Mr Royall. It was **AGREED** and **RESOLVED** to leave the matter until the next meeting when it was hoped that the designs from Mr Royall would be available. If these were not available then a final decision on the designs then produced would have to be made. The meeting expressed its thanks to Councillor M Russell for his hard work on this and the Parish Website which was now looking very good.

11. MISCELLANEOUS

- 11.1 Councillor M Russell reported that he had had an informal discussion with the local Lions and Rotary Organisations. He reported that they intended a two day event for the Queen's Diamond Jubilee. It was **AGREED** and **RESOLVED** that Councillor M Russell should be a member of their steering committee. Councillor M Russell also agreed he would submit an application to obtain a grant under the NCC "Celebrate 2012" fund. Councillor Mrs C Williams reported that an area of land at the corner of Horning Road and Palmers Lane, which was a public area, needed to be improved including the removal of conifers, replacement of the seat and the grass tidied up. It was **AGREED** and **RESOLVED** that an approach be made to BeWilderwood to see if they would pay for or **undertake** this work as part of the Queen's Diamond Jubilee celebrations. A letter to be signed by the Clerk to be sent to BeWilderwood making this request.

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- 11.2 Councillor Mrs C Williams reported that she had requested three tenders for the two year contract to maintain the Hoveton Playing Field. At the time of the meeting only two tenders had been received namely Norse £1962.00 plus VAT and the Garden Guardian £748.00 plus VAT for each year of the contract. At the time of the meeting CGM Landscapes had not responded. As the tender period did not expire until 7th February 2012 it was **AGREED** and **RESOLVED** that the tender period be allowed to expire and that the Clerk or Councillor Mrs C Williams then accept the lowest tender then available.
- 11.3 A list of works to be carried out to the Waterfront Rooms by Orchid Group had now been received and considered. It was **AGREED** and **RESOLVED** that Councillor Mrs C Williams would write to Orchid Group thanking them for the list and asking them to carry out the work together with some additional items that the Council felt it was appropriate to carry out.
- 11.4 There was no need to discuss street cleaning in Hoveton.
- 11.5 It was **AGREED** and **RESOLVED** that the matter regarding a Residents Association raised by Mrs R Massingham under item 5.3 of the meeting on 9th January 2012 should not be progressed further.
- 11.6 Councillor Mrs J Newey reported that she had had discussions with H.E.Bates as to the availability of storage facilities at his premises opposite Station Road. This could not be progressed further at this stage. It was **AGREED** and **RESOLVED** to leave this matter and the storage cabinet in abeyance for the time being.
- 11.7 It was **AGREED** and **RESOLVED** that Councillors Richmond, Dickson and Searle-Jones would attend the Initial Training for Clerks and Councillors course to be run by NPTP to be held at Poringland Community Centre Poringland NR14 7WB on the 5th March 2012 10am to 3pm. The Clerk will arrange the booking at a cost of £40.00 per person payable by the Council.
- 11.8 The Council's attention was drawn to the condition of an area of land in the verge at the corner of Horning Road and Stalham Road Hoveton which was the subject of a complaint by a resident because of its poor condition. It was **AGREED** and **RESOLVED** that Councillors would look at this area before the next meeting so that the Council can discuss at the meeting on the 5th March 2012 as to what (if anything) should be done about it.
- 11.9 Councillor Mrs C Williams reported that North Norfolk Workout Project had visited the Bridle Path for a second time to clear it. The meeting recorded their thanks to NNWP and Councillors for their work in this respect.
- 11.10 Councillor W Dickson agreed that he would produce an example CV suitable to go onto the Parish Council website for consideration by Councillors. The Council would then discuss at the next Council meeting whether Councillors and the Clerks CV's and photograph should appear on the website in the light of this example.

12. MEMBERS MATTERS

- 12.1 There were no further items for inclusion in the Bridge Magazine
- 12.2 There were no matters to be discussed at future meetings other than those already noted in this minute.

The meeting ended at 9.45 pm

**The next meeting of Hoveton Parish Council
Will be held in the Jubilee Room Hoveton Village Hall
at 7.30pm
Monday 5th March 2012**

Signed Date

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Addendum

5. PUBLIC SPEAKING

- 5.1 Councillor N Dixon stated:
 - (a) He urged the Parish Council to support and become involved in the “Better Broadband for Norfolk” project which was currently being promoted by NCC.
 - (b) He urged Parish Council members to consider attending one of the Neighbourhood Planning Seminars to be held by NALC in conjunction with Norfolk CPRE.
 - (c) He asked the Council to consider taking up the offer of Steve Blatch to come and talk to the Council regarding the position regarding the dilapidated buildings on Station Road Hoveton. He reported that Orchid Group (occupiers of the buildings opposite the Broads Hotel) had prepared details of the work they proposed to carry out to tidy up these buildings for approval.
- 5.2 The PCSO Laura Bennett gave her apologies for not attending the meeting and the Clerk read her written report to the meeting.
- 5.3 There were no questions from the public.

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