

HOVETON PARISH COUNCIL

**Minutes of the Parish Council Meeting
held on 5th March 2012 at Hoveton Village Hall**

Present: Councillor Mrs C Williams. (Chair of the meeting)
Councillor Mrs J Newey.
Councillor P.Howe.
Councillor Mrs A. Howe
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

There were no apologies.

2. DECLARATIONS OF INTEREST

Councillor P.Howe declared a non-prejudicial interest in item 8.4.

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 6th February 2012.

4. GRANARY STAITHE

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

The working group outlined that they had met with local interested parties. Generally these parties were supportive of the Council's proposals. The valuer had been instructed and his report was awaited. A draft proposal relating to strategy prepared by the working group was considered.

4.2 It was **AGREED** and **RESOLVED** that the working group should now approach the interested parties further regarding the Council's proposals and also various community groups.

Councillor Mrs C Williams again 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 A letter from the Environment Agency dated 7th February 2012 regarding the reduction of water Pollution was noted. It was **AGREED** and **RESOLVED** that the requirements and information in this letter should go onto the website and the Bridge Magazine. Councillor Mrs C Williams agreed to deal with the latter.

6.2 The Church Road Traffic Order issued by NCC was noted.

6.3 Councillors noted the provision in the Draft Broads Site Specific Policies DPD relating to Hoveton which had been circulated to Councillors. It was **AGREED** and **RESOLVED** that Councillors should make all comments to Councillor Mrs C Williams who would collate the responses for agreement at the next meeting and before the consultation procedure closed on the 5th April 2012.

Initials..... Date.....

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7 FINANCIAL MATTERS

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|-----|---|----------|
| 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) | 453.46. |
| | c) NNDC for the maintenance costs incurred relating to horticultural work during 2011/2012 in Hoveton. | 2730.00. |
| | d) Thinking Rural being the amount of their charges for PAYE and NIC for January 2012. | 664.24. |
| | e) Councillor M Russell being reimbursement of expenses incurred and paid by him for the website (£8.96) and the purchase of WebPlus software (£37.00). | 45.96 |
| | f) To note VAT repaid 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 Register of Assets was circulated to Councillors and considered. It was AGREED and RESOLVED that the Clerk and Councillor Mrs C Williams would finalise this for agreement at the next meeting. | |
| 7.4 | It was AGREED and RESOLVED to sign an amended agreement between the Council and T.T. Jones Electrical Ltd. The Clerk was authorised to sign the agreement and return it completed. | |
| 7.5 | It was AGREED and RESOLVED to sign an agreement between the Council and Thinking Rural Community Interest Company for the provision of pay roll services. The Clerk was authorised to sign the agreement and return it completed. | |
| 7.6 | It was AGREED and RESOLVED to pay P Hannant the sum of £1245.00 being his account for work carried out at Riverside Park. | |

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 Decision (Approved) (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 Hoveton. Noted.
- 8.2. **Planning Application (NNDC) PF/12/0119** Tarn Howes Tunstead Road Hoveton. Erection of front and rear extensions, attached garage and raising of roof to provide first floor accommodation. No objection.
- 8.3. **Planning Application (BA) 2011/0413/FUL.** Beechcroft Meadow Drive Hoveton. Proposed replacement dwelling and garage. No objection.
- 8.4. **Planning Application (BA) 2012/0038/FUL.** Bewilderwood Horning Road Hoveton. Amendments To planning conditions included in planning permission BA/2005/1568/PF along with improvements to existing maintenance base, establishment of a new community education project including two mobile classrooms and new compound to front of site. No objection.
- 8.5. **Planning Application (NNDC) PF/12/0216** Erection of detached two storey dwelling with accommodation in roof space land adjacent to 28 Waveney Drive Hoveton. No objection.
- 8.6. (a) **Planning Decision (Approved) (BA) 2011/0311/FUL** Variation of conditions 5 and 6 previous planning permission B1/2006/1508/PF Wings Brimbelow Road Hoveton. Noted.
 (b) **Planning Application (NNDC) A1/12/0153.** Unit 2a Station Road Business Park Station Road West Hoveton. Display of Illuminated sign. No objection.

Initials.....Date.....

Chair: Mrs Carolyn Williams
 Crabbetts, Horning Road,
 Hoveton.
 NR12 8JW
 01692 630367

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9. STREET LIGHTING

The Clerk stated that the work on replacing the lamp posts was complete as far as he was aware.

10. PARISH LOGO

Councillor M Russell reported that he had circulated some designs. It was **AGREED** and **RESOLVED** that of the designs produced image number 9 would be adopted for the Parish Council logo. The meeting expressed its thanks to Councillor M Russell for his hard work on this matter.

11. MISCELLANEOUS

- 11.1** Councillor M Russell reported that he had had further discussions 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 £1000.00 be set aside from the 2012/2013 budget (which is already in the budget) to fund the event but the Council's liability would be capped at this amount and that the Village Hall had been booked for the event. Councillor M Russell was to discuss further with Lions and Rotary when this money would be paid it being preferred that the money be paid after the events take place.
- 11.2** It was **AGREED** and **RESOLVED** that the two year contract to maintain the Hoveton Playing Field should be awarded to Garden Guardian.
- 11.3** It was **AGREED** and **RESOLVED** to take no further action in relation to the condition of an area of land in the verge at the corner of Horning Road and Stalham Road Hoveton.
- 11.4** It was **AGREED** and **RESOLVED** that councillor's CV's and photographs should appear on the Council's website. All councillors agreed to this action.
- 11.5** It was **AGREED** and **RESOLVED** that Chris Wood of the Bittern Line should be invited to talk at the Annual Parish Meeting to be held on the 11th May 2012. Councillor Mrs C Williams agreed to invite him.
- 11.6** It was **AGREED** and **RESOLVED** that the contract for the maintenance of Riverside Park be awarded to Patrick Hannant for a further year at a price of £962.00. He is also employed to carry out some additional work to clear the over grown area near the top of the mound at a price of £105.00. These contracts has been let without going to tender as in the former contract this is an extension of an existing contract under Financial Regulation 11.1 (iv) and in the case of both contracts it is difficult to obtain estimates from contractors for these particular works Financial Regulation 11.1 (c).
- 11.7** Tenders were sought for the maintenance of flower beds in Hoveton. It was recommended by Councillor Mrs C Williams that the quotation from NNDC be accepted as this represented the best value for money. It was **AGREED** and **RESOLVED** that NNDC be awarded the contract at a cost of £1951.00 plus VAT subject to excluding the flower bed by the bus stop on Stalham Road (it is proposed that this be maintained by VHT) and excluding the shrubbery at St Helen's Church which it is proposed that this be maintained by St Helen's Church at a cost to the Council of £200.00 per annum.
- 11.8** It was **AGREED** and **RESOLVED** that this item relating to of the refurbishment of certain benches/seats in Hoveton be adjourned to the next meeting.

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.

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The meeting ended at 10.15 pm

**The next meeting of Hoveton Parish Council
Will be held in the Jubilee Room Hoveton Village Hall
at 7.30pm
Monday 2nd April 2012**

Signed Date

Chair: Mrs Carolyn Williams
Crabbetts, Horning Road,
Hoveton.
NR12 8JW
01692 630367

Addendum

5. PUBLIC SPEAKING

- 5.1 Councillor N Dixon stated:
 - (a) He suggested that the Council consider approaching The Big Society Fund for funding in respect of Granary Staithe.
 - (b) He raised some queries regarding the new street lighting particularly those raised by Janet Blake .Councillor Mrs C. Williams confirmed that she had dealt with these and spoken to Janet Baker and satisfied her over these matters.
 - (c) He confirmed that he had been approached over a parking concern at Blofield Loke Hoveton. Councillor N Dixon had asked Victory Housing Trust to become involved. VHT have agreed to put up some residents only parking notices and review some small plots of grass which could be turned into car parking spaces. VHT have agreed to look into the feasibility and cost of this.
- 5.2 The PCSO Laura Bennett gave her apologies for not attending the meeting and the Clerk read her report to the meeting.
- 5.3 There were no questions from the public.

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