

**HOVETON PARISH COUNCIL**

**Minutes of the Parish Council Meeting  
held on 28th May 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: None

**1. APOLOGIES**

There were no apologies.

**2. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**3. ELECTIONS AND APPOINTMENTS**

**3.1** Councillor W. Dickson was elected as Vice Chair. Councillor Mrs C Williams expressed her thanks to Councillor Mrs J Newey for the considerable support and help she had afforded to Councillor Mrs C Williams and the Council in her position as Vice Chair.

**3.2** The following responsibilities and working parties were agreed:

Councillor Mrs C Williams: Seats/benches and flowerbeds.

Councillor W. Dickson: The Bridge contact, Granary Staithe working party.

Councillor Mrs J Newey: Planning working party.

Councillor M. Russell: HPC Web Site, Planning working party, contact with NNDC Civil Contingency Officer, finance.

Councillor M. Richmond: Granary Staithe working party and liaison with Wroxham Parish Council.

Councillor Mrs A. Howe: Litter and Web Site deputy.

Councillor N. Searle-Jones: Riverside Park, Planning working party.

A vacancy for a Parish Councillor on the Village Hall Committee yet has to be filled.

Councillor N. Searle-Jones agreed to look into certain aspects of a Neighbourhood Plan.

**4. ADDITIONAL MATTERS**

Those matters contained in paragraphs (iii) to (ix) and (xi) to (xvii) of Paragraph k of Section 2 of Standing Orders was considered. It was **AGREED** and **RESOLVED** that the review of the Council's policy for dealing with press/media and the appointment of a Councillor/Officer for press/media and the complaints procedure are adjourned until a later date.

**5. 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 14th May 2012.

**6. QUESTIONS OF THE CLERK BY MEMBERS**

There were no questions of the Clerk.

**7. PUBLIC SPEAKING**

There were no matters raised by the public.

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## 8. CORRESPONDENCE

- 8.1 It was **AGREED** and **RESOLVED** that the Council would book a stall for the forthcoming Air Cadets Fete on 15th July 2012 at a cost of £25.00. Councillor Mrs C Williams agreed to book the stall.
- 8.2 The minutes of Wroxham Parish Council were noted.
- 8.3 The following correspondence received since 21<sup>st</sup> May 2012 was discussed:
  - 8.3.1. A letter dated 21<sup>st</sup> May 2012 from Norfolk Lowland Search and Rescue was noted.
  - 8.3.2 A letter dated 18<sup>th</sup> May 2012 from T.T. Jones Electrical Limited was noted and the meeting **AGREED** and **RESOLVED** that no further action was necessary in that respect for the time being.

## 9. FINANCIAL MATTERS

- 9.1 It was **AGREED** and **RESOLVED** as follows:
  - 9.1.1 To pay **Councillor M. Russell £8.96** inclusive of VAT to reimburse him for the cost of his payment to **1 and 1 Internet Limited** for website hosting.
  - 9.1.2 To authorise the Chair to sign an amended page two of the Annual Return to include an asset value of **£1462.00** in box 9.
- 9.2 There were no further payment requests received since 21<sup>st</sup> May 2012

## 10. PLANNING

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

- 10.1 **Planning Application (BA) 2012/0035/FUL** There was no objection to an application to carry out work to trees at Riverside Park Hometown.
- 10.2 **Planning Application (BA) 2012/0086/FUL.** Restoration of spit using newly created reed bed Salhouse Broad Lower Street, Salhouse Broad made by Henry Cator. No Objection.
- 10.3 A letter dated 2nd May 2012 and plan from NCC requesting comments and observations regarding proposals in relation to Mineral and Waste allocations plans was noted.
- 10.4 A letter dated 10<sup>th</sup> May 2012 from NNDC regarding the naming of roads in respect of the development of 120 dwellings at Stalham Road Hoveton. The Clerk was instructed to respond to NNDC asking that all roads should be named after Norfolk broads and that failing that the Council would be happy to work with NNDC to agree names.
- 10.5 The following planning matters received since 21<sup>st</sup> May 2012 were considered:
  - 10.5.1 **Planning Application (BA) 2012/00165/FUL** Proposed conservatory Wildwood Brimbelow Road Hoveton. No Objection.
  - 10.5.2 **Planning Application (BA) 2012/00166/FUL** Proposed erection of Axitech 250 photovoltaic modules Rivermead, Marsh Road, Hoveton. No objection.
  - 10.5.3 A letter dated 24<sup>th</sup> May 2012 regarding 19 Trail Cottages Marsh Road Hoveton was noted.
  - 10.5.4 Councillor Mrs J Newey confirmed she had spoken to NNDC regarding the provision of a cash payment under the planning statement in respect of **Planning Application (NNDC) PO/12/0350** demolition and erection of 17 apartments with car parking below Broads Hotel Station Road Hoveton. She reported that NNDC had confirmed over the telephone that a provision could be included in the planning statement to provide money for the provision of play equipment. Written confirmation is awaited.

## 11. NORTHERN DISTRIBUTOR ROAD

The meeting considered an email from John Halford (Chair of Wroxham Parish Council) dated 15<sup>th</sup> April 2012 and a further email from Jody Knight Major Project (NDR) Team NCC dated 20th April 2012. It was **AGREED** and **RESOLVED** that (in conjunction with a discussion regarding item 13.1) the Council should investigate further the carrying out of a traffic survey relating to the A1151 through Hoveton. Councillor Mrs C Williams agreed to undertake this work and report back to the Council.

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**12. QUEEN'S JUBILEE**

Councillor M Russell reported that the events for the Queen's Jubilee were progressing. It was **AGREED** and **RESOLVED** that Councillor M. Russell was authorised to incur expenditure of £75.00 plus VAT being the cost of copying advertising material. Final arrangements for the Council's stall were discussed. Councillor M. Russell stated he was experiencing some difficulty in making contact with the appropriate person organising the event for Rotary. The Clerk stated that full risk assessments for both day's events ought to be seen and approved by an appropriately experienced person similarly public liability and other insurance cover for both organisations to ensure this appeared satisfactory.

**13. MISCELLANEOUS ITEMS**

**13.1** Discussion and the decision under this item were made under item 11 above.

**13.2** Councillor Mrs C Williams reported that the renovation of the benches was proceeding. She also reported that 2 benches at Pocket Park were to be repaired by Wroxham and Hoveton Lions. Councillor N. Searle-Jones offered to look at the bench on Grange Close and carry out minor repairs if possible.

**14. GRANARY STAITHE**

It was **AGREED** and **RESOLVED** under the Public Bodies (Admission to Meetings) Act 1960 to exclude members of the press and public from this item on the basis that the discussion involved sensitive business matters.

**14.1** Councillor M Richmond updated the meeting on progress.

**14.2** It was **AGREED** and **RESOLVED** that any monies received as donations towards the Granary Staithe project would in the event that the donor was sufficiently identifiable be returned to the donor in the event they were not used for that project. If the donor was not sufficiently identifiable to enable it to be returned the money would be applied to Hoveton Parish Council general funds.

**15. LITTER**

It was **AGREED** and **RESOLVED** under the Public Bodies (Admission to Meetings) Act 1960 to exclude members of the press and public from item 15 on the basis that the discussion may involve sensitive business matters. It was further **AGREED** and **RESOLVED** that Councillors Mrs C Williams and Mrs A. Howe would investigate this matter further and report back to the Council at the next meeting.

**16. MEMBERS MATTERS**

**16.1** There were no items for inclusion in the Bridge Magazine other than those already discussed.

**16.2** There were no items for consideration at future meetings other than those already discussed

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**HOVETON PARISH COUNCIL**

The meeting ended at 9.50 pm

**The next meeting of Hoveton Parish Council  
Will be held in the Jubilee Room Hoveton Village Hall  
at 7.30pm  
Monday 11<sup>th</sup> June 2012**

Signed ..... Date .....