

HOVETON PARISH COUNCIL

1076

Minutes of the Parish Council Meeting held on 3rd October 2011 at Hoveton Village Hall

Present: Councillor Mrs C Williams. (Chair)
Councillor Mrs J Newey. (Vice-Chair)
Councillor Mrs A. Howe.
Councillor P.Howe.
Councillor A Nicholson.
Councillor M Russell.
Councillor M Richmond
Councillor W Dickson (After Item 2)

Officer: Clive Gardner –Clerk

Visitors in Attendance: 2 Residents (Not all present throughout the meeting)
Councillor N Dixon (District and County Councillor) (Not present throughout the meeting)

The Chair thanked everyone for attending.

1 APOLOGIES

There were no apologies

2 CO-OPTION

William (Bill) Dickson confirmed details about his background and that he had 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 declarations of a personal interest as follows:

3.1 Councillor Mrs A. Howe declared an interest in relation to items 11.2, 6.3 and 7.5 (c) because of a possible conflict of interest with her employment/business.

3.2 Councillor P. Howe declared an interest in relation to item 11.2 because of his business interests.

3.3 Councillor M.Russell declared an interest in relation to item 6.7 because of his residence on Church Road Hoveton.

All such declarations were personal but not prejudicial.

4 MINUTES OF PREVIOUS MEETING

It was **AGREED** and **RESOLVED** to confirm the minutes of the meetings of 5th September 2011. Except that in item 8.3 (first bullet point) the word “NNDC” should be changed to “BA”. Councillor Mrs C Williams signed the amended copies of the minutes.

5. PUBLIC SPEAKING

5.1 Councillor N. Dixon (NCC and NNDC) reported that he was aware there would be a shortfall in funding for subsidising bus services of some £4.5 million. If that was the case then the bus services in their current form/price may not be able to be maintained in the future. He stated that there was currently available a petition to sign on this matter or alternatively members were invited to complete a post card addressed to the relevant minister protesting against the cuts. There was no obligation to complete such a card just an invitation to members..

5.2 There was a report from the Norfolk Police Community Support Officer available at the meeting. The Officer concerned gave her apologies for not attending the meeting.

5.3 Mr M. Grey (as a member of the public) spoke to say that he was pleased with the response to

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his planning application at item 8.3. He asked that another premises in Hoveton be looked at to see if it was operating under the correct planning permission and Councillor Mrs J Newey said she would do so.

6 CORRESPONDENCE

- 6.1 The communication from the Norfolk Association of Local Councils for volunteer Consumer Champions as set out in their email 19th September 2011 was noted. .
- 6.2 A letter from R Smith expressing his concerns over the safe use of the access on Horning Road West and Belaugh Road Hoveton and the written response from Councillor C Williams were noted. The meeting was informed that the matter had been referred to Councillor Dixon as it was a highway matter.
- 6.3 The request that the Council oppose a planning application for wind turbines at Bodham was noted.
- 6.4 The letter from Norfolk Accident and Rescue Service letter dated August 2011 seeking a donation was noted and it was **AGREED** and **RESOLVED** to adjourn consideration of this matter to the Finance Meeting to be held on the 17th October 2011.
- 6.5 An email dated 20th September 2011 from David Higgins NCC Highways and Transportation in response to a letter from the Clerk relating to the pedestrian access to St John's School from the proposed development of 120 dwellings at Stalham Road Hoveton was noted.
- 6.6 The letter dated 12th September 2011 from NCC regarding bids for Highway improvements was noted.
- 6.7 The letter from NCC dated 22nd September 2011 regarding the proposed waiting and parking restrictions on Church Road Hoveton was noted. It was **AGREED** and **RESOLVED** to respond supporting the revised scheme but asking for confirmation that the two hour waiting restriction be monitored and enforced on a regular basis.
- 6.8 (a) A letter dated 30th September 2011 from TTJones Electrical Limited regarding obsolete parts in a lamp post to the rear of 20 Grange Close was noted and the Clerk was instructed to inform TTJones Electrical Limited that no further action was required for the time being.
(b) An email dated 27th September 2011 from Norfolk Association of Local Councils regarding the availability of funds for community enterprises was noted..
(c) A notice from Norfolk CC relating to a series of events to be run by them for anyone with an interest in small schools was noted. If any person is interested in attending they should contact the Clerk.

7 FINANCIAL MATTERS

- 7.1 It was **AGREED AND RESOLVED** that the following payments be made:
- | | |
|---|--------|
| | £ |
| a) CGM Landscaping September 2011 (Grounds Maintenance) | 77.90 |
| b) Clerks pay and expenses | 312.50 |
- 7.2 It was **AGREED** and **RESOLVED** to pay the wages of the litter picker 174.11
- 7.3 The receipt of £175.00 from the Broads Authority being one half of the costs of the Nutmeg Puppet Theatre was noted.
- 7.4 The receipt of £88.50 from the sale of the Quick Books CD was noted.
- 7.5 It was **AGREED** and **RESOLVED** to pay the following grants under Section 137 of the Local Government Act 1972:
- | | |
|-----------------------|--------|
| (a) British Legion | 65.00 |
| (b) St John's Church | 370.00 |
| (c) St Peter's Church | 275.00 |
- 7.6 It was **AGREED** and **RESOLVED** to purchase Arnold Baker Local Council Administration at a cost of £ 73.50 exclusive of delivery costs.

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7.7 It was **AGREED** and **RESOLVED** that the PAYE function of the Council be outsourced to Norfolk Rural Community Council in accordance with their email dated 22nd September 2011.

7.8 It was **AGREED** and **RESOLVED** that the invoice of the Hoveton Village Hall be paid in the sum of: 67.25

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/11/1029** Application for the erection of a conservatory Pretty Corner Marsh Road Hoveton. This application be supported.
- 8.2. **Planning Application (NNDC) PF/11/0762** Erection of 120 dwellings, new vehicular access and creation of open space land off Stalham Road Hoveton. Councillor Mrs J Newey spoke regarding points relating to this application some of which related to a letter from Tracy Armitage NNDC dated 27th September 2011 and the following matters were noted and the Clerk was instructed to write to NNDC outlining those points as identified below:
 - (a) The community space maintenance was to be financed by a commuted sum from the developer in respect of the first 15 years thereafter it would be maintained by NNDC.
 - (b) It was noted that there was resistance to the suggestion that dwellings that did not have back doors should be designed to include back doors. The Clerk was instructed to write to NNDC regarding this.
 - (c) It was noted that a number of roads were not intended to be adopted and maintained at public expense which was not desirable bearing in mind their length. The Clerk was instructed to write to NNDC regarding this.
 - (d) It was considered that it was appropriate for there to be footway lighting on the development and it was expected that this would be included and maintained. The Clerk was instructed to write to NNDC regarding this.
 - (e) It was noted that rubbish bin collection points were located a long way from certain dwellings. It was considered appropriate for bins to be collected from houses or closer collection points. The Clerk was instructed to write to NNDC regarding this.
 - (f) An email from David Higgins NCC Highways and Transportation dated 20th September 2011 was noted and that he did not intend to make any requirement for any further crossing facilities of the Stalham Road for pedestrians and young children in order to gain access to St John's School Hoveton. This was felt to be unacceptable and safer crossing points were required. The Clerk was instructed to write to NNDC regarding this.
- 8.3 **Planning Application (BA) 2011/0223/CU.** Change of use amusement arcade Norwich Road Hoveton from D2 Amusement to A3 Restaurant and Café plus A5 Hot Food take away. There was no objection to this application except in responding to the BA the Clerk should seek reassurance that a condition would be placed upon the decision notice requiring access for deliveries to the premises to be made from vehicles not parking on the main road and preferably access for such deliveries to be made through the Precinct.
- 8.4 **Planning Application (BA) 2011/0273/COND.** Variation of condition to include a change in fenestration on East elevation, amendment to boardwalk on North Elevation amendment to proposed garage location at Mallards Brimbelow Road Hoveton. To consider amended plans relating to this application. There was no objection to this application.
- 8.5 **Planning Application (BA) 2011/0311/COND.** Variation of conditions 5 and 6 of previous planning permission B1/2006/1508/PF Wings Brimbelow Road Hoveton. There was no objection to this application.
- 8.6 **Planning Application (BA) 2011/0293/FUL.** Extension to existing bungalow, increasing the roof pitch in order to allow two bedrooms in the loft space at Caracol Meadow Drive Hoveton. There was no objection to this application.
- 8.7 **Decision Notice (BA) 2011/0189/FUL(Approved)** Cobwebs Beech Road Hoveton. Resubmission of BA/2010/0273/FUL. Retrospective erection of a raised timber deck with stair, new external landing with stair and glazed entrance porch. This was noted

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- 8.8 **Refusal (BA) 2011/0191/FUL(Refused)** Retrospective application for the erection of maintenance stair to existing flat roof Cobwebs Beech Road Hoveton. This was noted.
- 8.9 **Decision Notice (NNDC) PF/11/0739 (Approved)** 12 Grange Close Hoveton. Erection two storey side extension and single storey front extension. This was noted.

9. STREET LIGHTING

Councillor Mrs C Williams reported that the conditions attached to the resolution to proceed with the replacement of the lamp posts had now been satisfied in that reassurance that VAT could be recovered had been given, confirmation that planning permission was not required had been given and confirmation had been given that the Council could not transfer responsibility of the maintenance to another authority. Councillor Mrs C Williams confirmed that once confirmation was given by the contractor that there were no additional costs associated with the installation and that the quote included photo electric light timers she or the Clerk would proceed with the contract. This was confirmed and **AGREED** by the Council

10. PARISH LOGO

It was **AGREED** and **RESOLVED** that Councillor M Russell will in due course present different designs for the logo to the Council for decision.

11. MISCELLANEOUS

- 11.1 It was **AGREED** and **RESOLVED** that a letter be sent to Roys (Wroxham) Limited asking them to cut back foliage and an encroachment of soil onto the footpath on Tunstead Road opposite their garden centre. The Clerk was instructed to do this.
- 11.2 It was reported that it was not necessary for a letter be sent to the proprietor of The CanoeMan.com requesting that there be removed an "A" board attached to street furniture at the bridge advertising such business as this had now been removed..
- 11.3 It was **AGREED** and **RESOLVED** that Councillor Mrs C Williams be authorised to send letters to residents whose gardens back onto to the bridlepath commencing off Stalham Road to ask them not to place rubbish on the path and the consequences of doing so. The outline terms of the letter were approved by the Council. Councillor Mrs C Williams also explained that a voluntary organisation had agreed to undertake work on this bridlepath and that all appropriate licenses had been obtained and risk assessments undertaken.
- 11.4 Councillor Mrs C Williams reported she and Councillor Mrs J Newey had attended The Planning Parish Forum held by the Broads Authority on 28th September 2011 and the Norfolk Associations of Local Councils AGM on the 1st October 2011. In respect of the former there was a report on the Broads Authority Plan. A presentation upon the Planning Policy Framework was given. It was suggested that if any Councillor wanted to comment this could be done online. There was a presentation by enforcement officers. In relation to the latter there was a lot of discussion regarding the Norfolk ALC constitution and that it did not permit extra-ordinary meetings. A wording in this respect was agreed. There was a talk about the Localism Bill and that it seemed that each Council will be required to adopt its own Code of Conduct. A proposal was made and accepted that Norfolk ALC should work with NNDC to produce a "Core" Code of Conduct which Parish Councils could adopt. Finally Chloe Smith MP gave a talk.

12. GRANARY STAITHE

It was **AGREED** and **RESOLVED** to adjourn consideration of this matter to a later meeting when the matter would be considered in the light of a paper from Councillor M Richmond. Councillor Mrs J Newey confirmed that she had been told there was a public footpath across the site which was now noted on the Definitive Map held by NCC and that a copy of such map showing this had been requested from NCC but not yet received.

13. TREE PLANTING

It was **AGREED** and **RESOLVED** that Hoveton & Wroxham Lions offer to plant a tree in the village be accepted such tree to be planted on the open space at the junction of the Stalham Road and the Horning Road and that it be a small flowering Cherry tree. The Clerk was instructed to liaise with Hoveton & Wroxham Lions.

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

14. TRAFFIC SURVEY

It was **AGREED** and **RESOLVED** that Councillor Mrs C Williams contact all relevant Parish Councils to seek their agreement to co-operate in and contribute towards the cost of a traffic count of vehicles passing through Wroxham/Hoveton along the A 1151.

15. MEMBERS MATTERS

15.1 There were no further items for inclusion in the Bridge Magazine

15.2 The following matters to be discussed at future meetings:

(a) Revision of the Councils Standing Orders.

(b) The stopping of Buses outside the Kings Head Hoveton thereby causing an obstruction

The meeting ended at 10.38 pm

**There will be a Finance Meeting of Hoveton Parish Council
Which Will be held in Hoveton Village Hall
at 7.30pm
Monday 17th October 2011**

**The next main meeting of Hoveton Parish Council
Will be held in Hoveton Village Hall
at 7.30pm
Monday 7th November 2011**

Signed Date