

**MINUTES OF THE MEETING OF HEVINGHAM PARISH COUNCIL
HELD ON 7TH OCTOBER 2025 IN THE VILLAGE HALL**

Present:

Cllr S Ward (Chair)
Cllr T Palmer
Cllr T Bambridge
Cllr A Bunn
Cllr D Holmes
Cllr E Mills
Cllr I Nickalls
Cllr S M Ward
Cllr G Peruzzi
Cllr H Cox
Mrs K Medler (Clerk)

Parishioners: 0

In attendance: County Cllr D Roper

1. OPEN FORUM FOR PUBLIC PARTICIPATION

No public present.

2. APOLOGIES

The absence of Cllr C Alpe was noted without contact.

3. DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS

Cllrs E Mills and T Palmer declared an interest in item 6c but it was agreed they would not be required to leave the room for the discussion as the item was only to agree an advert for vacant plots. There were no dispensation requests.

4. MINUTES OF THE LAST MEETING

Minutes of the meeting held on the 2nd September 2025 were agreed by all.

5. MATTERS ARISING

- The picnic benches have now been installed at the Village Hall. Thanks to Mr J Nairn-Hay for doing that.
- Cllr G Peruzzi will be installing a post at the Westgate Green end of the allotment path to prevent cyclists riding straight out onto the path/road.
- Highways have advised they have no plans to install yellow lines on The Street at the location requested.

6. MATTERS FOR DISCUSSION AND DECISION

a. Finance

i) Accounts for payment

The following accounts were presented for payment and were approved:

Norfolk Parish Training & Support (Autumn seminar remote attendance for Clerk)	£28.80
Norfolk Parish Training & Support (Induction training for Cllr H Cox)	£76.80
Mrs K Medler (Expenses)	£49.64
Norse Eastern Ltd (Grass cutting for September as agreed)	£296.77
Norse Eastern Ltd (Football pitch initial setting out as agreed)	£105.91
HMR&C (PAYE)	£58.52
J Nairn-Hay (Materials for installation of picnic benches at V/Hall)	£18.66

The Clerk's standing order was paid on the 5th October.

The following receipts were noted:

B.D.C. (2 nd instalment Precept)	£9,500.00
Village allotment rents	£680.00
Farmers allotment rents	£1,336.50

Balance at the bank at the end of September was £28,806.13. The Clerk supplied Councillors with a breakdown of Receipts / Expenditure against the Budget for the year to date for reference.

ii) Replacement of SAM sign batteries

All agreed Cllr G Peruzzi should order 2 batteries at the price quoted of £171.80 including vat.

iii) The Clerk had circulated additional information which required agreement so the new defibrillators have not yet been ordered. Following discussions, it was agreed the Clerk should place the order to include new cabinets however the signage and rescue safety kit included in the quote would not be required. It was also agreed the Council would not sign up to a support package for the first year but this would be reviewed in a years' time. Training is provided free of charge so the Clerk will ask for details of this.

iv) Remembrance wreath

It was agreed the Clerk should purchase a wreath for £20.00 as in previous years with an £80.00 donation on top. This will be paid under Section 137. Cllr T Bambridge will lay at the wreath at the service on the 9th November.

v) Street lighting maintenance contract

All agreed to remain with the current supplier.

b. Village allotments

i) Updates

- Mr Gaskin has made a start on the car park hedge but will return to finish when the nesting birds have gone.
- Zak Branch has been asked to cut the footpath hedge.
- As a result of contacting tenants whose plots were untidy, 4 decided to quit but 2 of those have already been taken, leaving just 2 spare which have been advertised.
- All rents have now been paid.

ii) New issues

- The latest inspection has flagged up signs of rats again but it was agreed individual tenants should deal with these themselves but ensure anything put down should be in a suitably safe container.
- It has been noted that tenants are not turning the tap off after use, only turning the hose connector off – this is not acceptable. The Clerk will remind tenants of the need to turn off the tap and empty any water from the hosepipe after use, especially with temperatures likely to start dropping.

c. Farmers allotments

The Clerk had previously circulated a proposed advert and this was agreed.

Cty Cllr D Roper joined the meeting at 19:52

d. Village Hall play area repairs

The Clerk has had no success in finding anyone by speaking to other villages but has spoken to Norse and is just waiting for them to get back to her. This will be carried forward to the December meeting as Cllr T Palmer may know someone who can help.

e. Outdoor maintenance at Village Hall

Again, the Clerk has had no success in speaking to local villages, other clerks or posting on the village Facebook pages. This will be carried forward to the December meeting as Cllr T Palmer may know someone who can help.

f. Goal posts at Village Hall

Norse have been authorised to install the posts but the Clerk is awaiting confirmation of the date. The pitch has been marked out again by a village resident although the Clerk is awaiting an invoice for this and confirmation of costs going forward.

g. Planning

i) New applications:

Nothing to consider.

ii) Outcomes of previous applications:

2025/1594 – Common Farm, 37 The Heath – Refused for several reasons.

All applications and details of the conditions applied can be viewed on BDC's website.

h. Highway Matters

- The Clerk has reported the damaged '30' sign on Church Lane already but this may take up to 6 weeks to be repaired.
- It was reported that the drains on New Road are blocked. The Clerk will report to Highways.

7. MATTERS TO REPORT

a. Correspondence

None.

b. Clerks Report

The Clerk has reviewed the Council's Grant Aid Policy and the only alteration required was to update the Clerk's email address. The Clerk has completed a survey for the Office for National Statistics – this was a legal requirement. An Autumn Seminar will be taking place on Thursday, run by NPT&S which the Clerk will be attending. The tree which is rotten and has partially fallen on The Heath (on the surveyors' allotments) has been reported to BDC.

c. Village Hall Report

The committee would like to hold a New Years party but this is currently subject to securing some entertainment.

d. Police Report

The Clerk advised there were 4 crimes recorded in the village during July: 4x Violent and sexual offences (2 on or near Low Lane, 1 on or near Town Corner and 1 on or near Leonard Medler Way) and 4 during August: 4x Violent and sexual offence (1 on or near Low Lane, 1 on or near Westgate Green and 2 on or near Town Corner). There is no information available yet for September. Further information can be accessed via www.police.uk.

e. Reports

District Councillor Report

There will not be elections in 2027 but current Councillors will stay in place until May 2028. Unitary options are still being scrutinized. Any legacy contracts could take up to 5 years to work through.

BDC are looking for toys to give out at Christmas – full details yet to be confirmed.

A winter pressures grant is available of up to £500.00 for community groups to provide warm spaces, hats etc.

County Councillor Report

Elections will be going ahead but Councillors will only be elected for 2 years.

The speed limit changes through Hainford should be coming into effect next week.

A consultation on the Council's budget will be out shortly.

Cllr D Holmes asked how the hall could get a sign on the A140 Cromer Road, like the one on the Holt Road, directing people to the hall. The Clerk should contact the local Highways engineer Richard Pearson.

8. MATTERS FOR FUTURE DISCUSSION AND DATE OF NEXT MEETING

Next meeting is on 2nd December 2025 at 7:30 in the Village Hall.

The meeting ended at 20:17