

**MINUTES OF THE MEETING OF HEVINGHAM PARISH COUNCIL
HELD ON 3rd OCTOBER 2023 IN THE VILLAGE HALL**

Present:

Cllr S Ward (Chairman)
Cllr D Holmes
Cllr C Alpe
Cllr A Bunn
Cllr A Ramsbottom
Cllr V Johnson
Cllr S M Ward
Mrs K Medler (Clerk via Skype)

Parishioners: 2

In attendance: District Cllr S Ward
County Cllr D Roper

1. APOLOGIES

Apologies were noted from Councillors E Mills, I Nickalls, T Palmer and M Williamson.

2. DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS

There were no declarations of interest or dispensation requests.

3. MINUTES OF THE LAST MEETING

Minutes of the meeting held on the 5th September 2023 were agreed by all.

4. MATTERS ARISING

- Thanks were expressed to Cllr A Ramsbottom and her 'crew' for painting the telephone box on Pound Road. It now looks smart again.
- The Chairman has not been able to find anyone suitable to deal with the village sign so that idea will be parked for now.
- The gate on the HP allotments has been fixed by the tenants themselves.

5. PUBLIC PARTICIPATION

Two residents from The Turn reported that they had been the subjects of a theft earlier this year and were broken into a second time in September. Regrettably they were not insured and the Police have been very slow in coming forward to assist. CCTV is being installed for the future. The Chairman offered to contact the local police officer on their behalf to highlight the poor response and see if anything can be done. This offer was accepted.

2 members of the public left the meeting at 19:53 and Cty Cllr D Roper joined

6. MATTERS FOR DISCUSSION AND DECISION

a. Finance

i) Half yearly accounts

The half yearly accounts had been previously circulated and were agreed. The reserves going forward were noted and will be considered when the Budget is set in December. The Council asked Cllr D Roper how other Parish Councils were fairing and he was of the opinion they were generally quite mixed across the area.

ii) Accounts for payment

The following accounts were presented for payment and were approved:

P H Collins (Grass cutting in September)	£448.00
Mrs K Medler (Expenses)	£101.59
TT Jones Electrical (Street lighting maintenance)	£30.65
PKF Littlejohn LLP (External audit fee)	£252.00
NPT&S (Councillor training)	£144.00
David Seppings (Work at village hall)	£70.00

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

The following receipts were noted:

B.D.C. (Precept part 2)	£8,500.00
Village allotment rents	£740.00
Farmers allotment rent	£90.00

Balance at the bank at the end of September was £25,165.43.

iii) Remembrance Day wreath

The Clerk had previously circulated information concerning available wreaths and it was agreed the Clerk should purchase the same wreath as last year and make an additional donation up to the remaining budget allowance. It was also agreed Cllr M Williamson will attend the Remembrance Service on behalf of the Parish Council to lay the wreath.

iv) External audit report

The External Auditors report has been received and all is in order with no concerns raised. The appropriate conclusion of audit notice is on the Parish Councils website with all other necessary documentation. The notice has also been placed on the notice boards.

b. Allotments

i) Updates

- Ed Robinson has kindly agreed to replace the leaking tap free of charge – thanks to Ed for that.
- The allotments highlighted as needing attention are now looking better.
- The Chairman suggested as no further quotes have been obtained to remove the fencing, that the Council accepts the one they have to move this forward and all agreed. This will be paid for from the HP Fund.

ii) New issues

None.

iii) Farmers rents

The Clerk explained she had given the Council some incorrect information at the last meeting and so for correctness the rents should be considered again, with the correct information to hand, in case any alteration to the decision made, was felt necessary. Following discussions, it was agreed the farmers rents should be increased to a minimum of £55.00 per half acre for the 2023/2024 season as originally agreed with a review again next year.

c. Planning

i) New applications

None to consider.

iii) Outcomes of previous applications

Nothing to report.

d. Village Hall Play Area

Three quotes were requested to repaint the youth shelter but only two have been received. All agreed to appoint the handyman - F Martinez – to complete the works.

Two quotes were requested to repair the slide but only one has been received and they will not guarantee any repairs. In the circumstances, it was agreed this should be put on hold for now and the Chairman will check how much longer the fencing can remain in place. The Clerk will forward a copy of the inspection report to Cllr C Alpe and she will see if she can obtain a quote.

e. Grant Policy

The Clerk had previously circulated some minor updates and these were agreed.

f. Village Hall Pump Track

Cllr A Ramsbottom asked for an update on the project. Cllr D Holmes explained a basic design and cost has been obtained to ensure it is actually feasible but grant funding is no longer readily available to take it forward. The project has been delayed for various reasons but perhaps now is the time to consult with the children and village, to see if there is an appetite to move it forward before any further work is completed on looking for grants.

This will be discussed and actioned further by those initially involved as this is not a Parish Council project.

7. MATTERS TO REPORT

a. Correspondence

The Clerk asked if anyone wished to attend the Town & Parish Forum on the 9th October. The Chairman will attend.

b. Clerks Report

Nothing to report.

c. Report from Cllr S M Ward on induction training attended

This was really informative and enjoyable and a lot was learnt. Would recommend to anyone who has not been.

d. Village Hall Report

- There has been a changeover of Trustees and some Health & Safety matters have been resolved.
- An extortionate electricity tariff has been inherited which is in place until September 2024.
- The Wi-Fi contract has now come to an end and has been renewed today for 3 years with BT.
- The disabled toilets will be refurbished.
- A new padlock has been placed on the shed and a new key cupboard installed with a set of master keys.
- The committee are looking at getting the main hall floor polished, moving the bin cage (as it is getting harder to move the bins across the gravel) and are also considering whether to adopt a new constitution.

e. Police Report

The Clerk advised there was 1 crime in the village during May 2023: 1x Violent & Sexual Offence (on or near Churchill Close), 4 crimes in June: 1x Burglary (on or near Brick Kiln Road) and 3x Violent & Sexual Offence (1x on or near Churchill Close and 2x on or near Westgate Green) and 3 crimes in July: 3x Violent & Sexual Offence (1x on or near Open Space and 2x on or near Westgate Green). Further information can be accessed via www.police.uk. There is nothing available yet for August or September.

f. District and County Councillor Reports

District

- Cllr S Ward has access to a £1000 grant per annum which he can donate to groups to benefit the communities in the area he covers. So far, he has given half of that to the Hevingham community garden to purchase a water butt and plant a rose garden.
- The next full Council meeting is in two days time.

County

- Cllr D Roper also has access to an annual grant which can be given towards small scale highway schemes. The funds must go to an organisation and cannot be given to the same people two years running. Cllr A Ramsbottom asked if the sign on the Holt Road indicating the way to the Village Hall could be changed within that and Cllr D Roper agreed to look into.
 - Mayton Wood Recycling Centre will be closing in December despite 92% of responders to the consultation wanting it kept open.
 - The new site in Norwich will be holding a Hazard Waste Day on the 21/22 October – the website gives more information on what can be taken in there.
 - The first part of the consultation to reduce the speed limit along the A140 has been completed. Proposals are now being re-drawn to ensure all the appropriate areas are included before the second phase commences.
 - The Council basically have no money so cuts will be coming and Council Tax is likely to see a 4% increase next year.
 - There is no further news on the Western Link.
- Cllr D Roper was asked if he was aware of any further social housing being built in the village and he advised he was not.

8. MATTERS FOR FUTURE DISCUSSION AND DATE OF NEXT MEETING

Next meeting is on the 5th December 2023 at the Village Hall.

The meeting ended at 21:00