

**MINUTES OF THE MEETING OF HEVINGHAM PARISH COUNCIL
HELD ON 3rd DECEMBER 2019 AT THE VILLAGE HALL**

Present:

Cllr P Carrick (Chairman)
Cllr A Bunn
Cllr J Norton
Cllr T Palmer
Cllr S Ward
Cllr I Nickalls
Cllr D Holmes
Cllr A Ramsbottom
Cllr M Williamson
K Medler (Clerk)

Parishioners: 15

In attendance: County Cllr D Roper
District Cllr J Neesam
Primary Headteacher L Board

1. APOLOGIES

Apologies were received from Councillors S Benton and S Howes.

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 1st October 2019 were agreed by all and signed by the Chairman.

4. MATTERS ARISING

- The Clerk advised Highways have looked at the drainage on the A140 Cromer Road again and agreed action is required. Repairs have been scheduled although no further updates have been given.
- The trees along Church Lane have now been cut and trimmed. Mr Bambridge also cut back the area near Westgate but has not charged any additional fee for doing this so thank you to him for that. The area at the New Road end of the footpath was cleared by an unknown person – again thank you to whoever that was.

5. PUBLIC PARTICIPATION

- A resident complained about the lack of clear signage on the A140 Cromer Road at the junction with Church Lane making it difficult to see the junction to turn into it especially at night in the rain. The Clerk had recently received this complaint via the website and recommended contacting Highways. All agreed the Clerk should contact Highways.

6. MATTERS FOR DISCUSSION AND DECISION

a. Hevingham Under 5's

The Council were provided with a forecast and guide quotes by the Headteacher. Based on the quotes provided the School will need a further £1,250.00 from the Parish Council, in addition to the £5,000.00 previously agreed, if they are to go ahead, with NCC match funding the project. NCC have also agreed to provide start-up funding for the first 3months. The building is almost ready to go. Adverts have been drafted for staff and providing all goes to plan, the Under 5's should re-open after Easter 2020. Cllr J Neesam is still looking into funding possibilities from BDC. Cllr A Ramsbottom asked if Hevingham children will take priority and the Headteacher explained that the Under 5's would not be able to operate in that way but all those on the current waiting list will be contacted prior to any outside marketing being done. Following discussions all agreed in theory to meet the full £6,250.00 required but requested that the Headteacher push NPS for a fixed price to ensure costs do not escalate. Funds will come from the Herbert Phillipo Fund.

The Headteacher left the meeting at 20:00

b. Handyman

The Clerk passed around details from 2 applicants, 1 of whom was present at the meeting. All agreed to appoint FM Property Maintenance due to suitability and when enough work to cover a full day has been put together, the Clerk will pass this on.

A member of the public left at 20:05

c. Wellbeing Initiative

Cllr S Ward outlined brief details of the meeting both he and Cllr D Holmes attended. Cllr S Ward will investigate funding streams before bringing this back to the Council for further consideration. This is a 4-year project so there is plenty of time to look into options.

d. Grass Cutting Contract for 2020

The Clerk has only been able to obtain 1 quotation so far so this item will be brought back in January.

The next item was moved up the agenda by the Chairman

7. MATTERS TO REPORT

d. Village Hall Report

The Chair of the Village Hall Committee explained that the Hall is 20 years old now and so they are looking ahead 15 years at cash flow to cover maintenance. A forecast was circulated which indicates the committee need to put away £273.00 a month to cover future maintenance and in the current climate this is not feasible. Whilst the committee have £5,000.00 in their emergency pot, this will not go very far so the committee are proposing the Parish Council take on the upkeep and responsibility for exterior items: Play area and equipment including the youth shelter and football/basketball area, Garden Areas, Hedges, Driveway and Paths and patio areas. Following discussions this was agreed in principle as the Parish Council are Custodian Trustees and so have an interest in helping. A few things need to be checked before a date can be agreed for the handover of responsibility so this will be discussed again in January. It was suggested by a member of the public that a committee be formed to be responsible for managing these additional things once handover is fully agreed and it was felt that would be a good idea.

6. MATTERS FOR DISCUSSION AND DECISION (continued)

e. Finance

i) The following accounts were presented for payment and were approved:

Norse Eastern Ltd (Autumn magazine printing)	£336.00
NPT&S (New Councillor training)	£38.40
E-on (Electricity)	£94.70
P H Collins (Grass cutting in October)	£388.00
Mrs K Medler (Expenses)	£83.22
Mr B Bambridge (Tree cutting)	£500.00
H.P.C.C. (Grass cutting in October)	£330.00
Hevingham Village Hall (Donation to new swing previously agreed)	£738.00
Cllr A Ramsbottom (Decorations for telephone box)	£27.00

(Please note that should these be damaged or removed, this will be the last time the telephone box is decorated)

The Clerks standing order was paid on the 5th November and will be paid again on the 5th December.

The following receipts were noted:

Magazine adverts	£10.00
Bank interest (Barclays)	£5.79
Allotment rents	£2,032.50

Balance at the bank now stands at £45,945.98.

ii) Income and Expenditure for the six months to 30th September 2019 was noted.

iii) The Clerk had previously circulated a proposed budget and precept figure for 2020/2021 however the Chairman proposed increasing the precept to £13,200.00 to cover the additional costs now taken on from the Village Hall and this was agreed by all.

f. Allotments

i) The Clerk reported that all rents have now been paid.

ii) It was reported that the Open Day had a really good turnout and as a result the tenant who organised it would like to take on another plot (19) to run as a 'shared' plot for people and children interested in having a go before committing to a full plot. All agreed this was a good idea and could be used free of charge. The tenant is currently trying to fundraise to buy some tools for people to use on here and it was agreed the Parish Council would also contribute. Another tenant suggested it may encourage more people if the plots were 'prepared' before new tenants took them on as they are quite difficult to get started, especially after not being used for a while. It was agreed the Clerk should ask the 'handyman' for a price to spray and rotovate.

g. Wild Flower Meadows

Dist Cllr J Neesam advised she has not been able to get a response from BDC concerning the land on The Heath but would continue to chase.

The Clerk advised only 1 tenant had replied who was in favour of the orchard being used, providing it was not at the expense of continued management of the area. It was therefore agreed Cllr S Ward would organise planting for next October.

h. Planning

Nothing to consider.

The Chairman stated the GNLP consultation has been delayed until January 2020 which will be a consultation on the shortlisted sites.

i. Housing Needs Survey

520 surveys were issued but only 22 responses were received so no further action will be taken on this.

The Chairman stated that Saffron Housing have contacted him again regarding the land on Westgate to see if the Parish Council would support them in building more social housing here. The majority response was NO.

j. Meeting dates 2020

The Clerk had previously circulated proposed dates and these were agreed.

k. Norfolk Fire and Rescue Service IRMP Consultation

Cty Cllr D Roper advised there will be no reductions in engines or stations – this is really just about re-allocating funds. All agreed they had no comments they wished to put forward.

l. VE Day Celebrations

The Laurel Club will be holding a lunch and would like to be able to provide this to 60 people free of charge. The cost is £5.00 per head so they are asking the Parish Council to fund this at a cost of £300.00. This was agreed.

It was also stated that the idea had been given to the School that some of the children could plant a memory hedge making use of the few hedging plants left from the Trod Path (which were planted last week) plus some additional ones but nothing more has been heard on this. All agreed this should be brought back to the Parish Council when full details are available.

7. MATTERS TO REPORT

a. Correspondence

The Vicar has asked if a member of the Parish Council would like to read a lesson at the Carol Service on the 15th December. Cllr S Ward agreed.

b. Clerks Report

The Clerk read out a complaint from a resident concerning the amount of litter left in the village after Halloween. The Clerk has since put up some simple signs in the notice boards to encourage people to put their litter in the bin. Another resident present also commented about the state of the village at the moment. The Clerk will ask the magazine editor if she can put something in the next magazine to encourage people to firstly dispose of their litter properly and secondly pick any up they see and put it in a bin. The Chairman will see if he can get any more litter picking equipment so a Community Litter Pick could be arranged. The Clerk will speak to BDC for some advice and ask about the possibility of more bins in the village.

A member of the public left at 21:20

The Clerk provided figures from the SAM sign for October and November - full details will be printed in the Hevingham News.

c. New Councillor training

Cllr S Ward reported that the training evening was very informative with a lot to take in.

e. Police Report

The Clerk advised there were 2 crimes in the village during September: 1 violent or sexual offence (on or near Morgans Way) and 1 criminal damage and arson (on or near Pound Close) and 2 crimes during October: 1 violent or sexual offence (on or near Churchill Close) and 1 violent or sexual offence (on or near Halls Corner). Further information can be accessed via www.police.uk.

f. Reports

County Councillor

The budget consultation is currently out whilst the new recycling centre consultation has now closed. A planning application is expected shortly for a new recycling centre and petrol station off the NDR near the airport. In answer to a question Cllr D Roper confirmed the new recycling centre is to replace the one in Mile Cross so Mayton Wood will not be affected. Consideration is being given to moving the Park and Ride but nothing is agreed yet. The County Council are looking to plant a million trees in the County over the next four years. The NDR safety report has finally been published with 89% of accidents occurring on roundabouts and 85% on just four of those roundabouts. The solution put forward is to increase signage. Only accidents involving injuries were counted so the statistics are not completely accurate and the NDR is unique with so many roundabouts on dual carriageways that there is nothing to compare the figures to.

District Councillor

Most of the Council's work is currently focused on the collaboration and harmonizing staff pay and conditions across the Councils. A plan has been put forward to merge the waste collection services and there is a proposed change to planning rules to bring the Councils in line – a change from agricultural use to residential use will be dealt with by local officers rather than committee. The new name for the website and services is South Norfolk and Broadland.

8. MATTERS FOR FUTURE DISCUSSION AND DATE OF NEXT MEETING

Grass cutting contract and the Village Hall.

Next meeting is on the 7th January 2020 at 7:30pm in the village hall.

The meeting closed at 21:40