

**MINUTES OF THE MEETING OF HEVINGHAM PARISH COUNCIL**  
**HELD ON 5<sup>th</sup> SEPTEMBER 2017 AT THE VILLAGE HALL**

**Present:**

Cllr D Bunn (Chairman)  
Cllr P Carrick (Parish & Dist Cllr)  
Cllr A Coldham  
Cllr A Bunn  
Cllr S Medler  
Cllr T Palmer  
Cllr G Crane  
Cllr J Norton  
Cllr A Ramsbottom  
Cllr M Williamson  
Cllr D Fox-Willis  
K Medler (Clerk)

**Parishioners:** 57 (approx.)

**In attendance:** Break – Cath Kenney, David Harwood,  
& Michael Rooney  
PC G Shepherd  
County Cllr D Roper

**1. APOLOGIES**

None.

**2. DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS**

Councillors M Williamson and T Palmer declared interests in item 5f. There were no dispensation requests. The Clerk reminded Councillors to be aware of the rules concerning interests and if anyone was unsure, to speak to the Clerk for further information.

**3. MINUTES OF THE LAST MEETING**

Minutes of the meeting held on the 4<sup>th</sup> July 2017 were agreed by all and signed by the Chairman.

**4. MATTERS ARISING**

**Churchill Close parking restrictions**

The Clerk contacted Highways following the last meeting and received the following response:

*The County Council no longer routinely installs double yellow lines. A formal legal order is required in order to make them enforceable, this comes at a significant cost to the County Council. Double-yellow lines also often simply move the problem elsewhere. We would need firm reasoning to install them, to justify the cost to the taxpayer, for instance a demonstrable unacceptably high accident record or safety issue. Moreover, it seems that the parking is occurring adjacent the junction mouth itself. This is already against the Highway code as mentioned in Rule 243 “do not stop or park opposite or within 10metres/32feet of a junction except in an authorised parking space”. We would look to Norfolk Police to enforce this as they do have the necessary powers, also with regard to your comment around vehicles parking and obstructing deliveries/refuse vehicles – again we would look to Norfolk Police as this could constitute an active obstruction of the Highway.*

PC G Shepherd explained that initially the Police's involvement on Churchill Close was due to noise complaints and this issue has now been resolved. Regarding parking, the Police will only deal with 'wilful' obstructions. If a 'wilful' obstruction occurs, as in the bin lorry cannot get through, then residents should ring 101 and the Police will look into.

**5. MATTERS FOR DISCUSSION AND ACTION**

**a. Planning**

The following plans were considered:

i) 20171323 – Brambles, 6 Brick Kiln Road – Majority Support

This application was discussed at length with questions being answered by the representatives from Break as outlined:

- Hevingham is a lovely village offering a nice rural location in which to grow up, with Aylsham and Norwich nearby.
- Children will be taken to outside activities by carers just as parents would take their children out.
- There will always be 2 carers on site with a maximum of 3. All staff are Breaks' own trained staff and Ofsted inspected. Break will only use agency staff as a last resort providing they are fully trained / qualified.
- Children are usually 12-17 years of age. There would never be more than a 5 year age gap between residents of the home.
- The idea is to create a family setting within the home.
- The children at the home are not 'problem' children and will not be out roaming the streets.
- Residents do not necessarily take priority in the local school. If a child is already settled in another school, they will not be moved, as Break want to create stability for the child. Currently Break look after 30 children and only 2 of those are primary school age. Children can come from anywhere in Norfolk.
- Some children cannot cope with foster care and mum/dad scenarios due to their past, so a home like Break can offer is more suitable.

- Should a child not return to the home at the correct time, there are protocols in place which are followed. Break have very close contacts with the local Police (confirmed by PC G Shepherd as the single point of contact).
- Children can have their friends around, just like anyone else would. The idea is to make the home as homely and normal as possible. The children will never be left unattended.
- Cannot guarantee no 'noise' any more than a regular family can. Any issues that arise will be dealt with.
- The property has not yet been purchased. Providing planning permission is granted the next step will be to carry out all the necessary assessments and obtain Ofsted approval.
- Risk assessments are completed on a regular basis and no child will be put at unnecessary risk.
- The number of vehicles at the property will be kept to a minimum with car sharing employed as far as possible.
- The home will be for children who need medium to long term care up to the age of 17 only.
- Any interaction between the children and their parents is done away from the home.
- The NCC home in a nearby village is not a Break home and is totally different. (The Clerk confirmed she has spoken to the Chairman of the nearby village's Parish Council who has confirmed they do not have any real issues with the home there anyway).

A letter from a resident, which has been sent to BDC, was passed around for Councillors information (it was not read out due to time constraints) and the Council were also handed a petition with 70 signatures on objecting to the application, although no reasons were stated for the objections. The Clerk also made Councillors aware of support (62 different people) which has been given through the Hevingham People Facebook page for the application. Cllr P Carrick reminded Councillors that the application before them should be considered on planning policy and stated that none of the issues raised this evening warrants refusing it on planning grounds.

*The 3 representatives from Break left the meeting at 20:39*

In a vote, 4 Councillors supported the application with 2 against and 5 abstaining.

*Several members of the public then left the meeting*

ii) 20171461 – Norwich Caravans, Cromer Road – No objections

iii) The following plan had already been considered:

2017118 – Hevingham Dev Co Ltd, land behind The Marsham Arms PH, Holt Road –No objections but restrictions on the number of horses was suggested. This application has now been granted permission with a restriction on use and the number of horses. It was noted that the Clerk received an objection letter after she had replied to BDC but has been unable to contact the sender as it was sent anonymously.

iv) The Clerk advised 20170894 (10 The Street) was refused, 20170877 (Church Lane Farm) was given approval, 20170869 (Noakside, 19 Brick Kiln Road) was approved and 20171026 (Land adj 31a The Turn) was refused.

## **b. Herbert Phillippo Fund**

### Under 5's

The Clerk received a further invoice this afternoon for £810.00 for storage units leaving £2,030.17 available.

### SAM2 sign

The sign has now been delivered and some training completed. The sign should be put up tomorrow on The Heath. Insurance will be an additional £19.65 from the 1<sup>st</sup> September to renewal but payment is deferred until renewal. Cllrs S Medler and A Ramsbottom agreed to be responsible for the sign positioning on Brick Kiln Road as Brett Hewitt is unable to take this on.

## **c. Finance**

### i) Accounts for payment

The following accounts had already been paid and were approved:

J Jermy Construction (Under 5's grant)	£940.00
Anglian Water (Allotments)	£41.19

The following accounts were presented for payment and were approved:

Mrs K Medler (Expenses)	£60.05
Miss E Medler (Magazine)	£50.00
E-ON (Electricity)	£66.75
Mazars (External audit fee)	£240.00
Norfolk Parish Training and Support (DPA training)	£35.00
J Jermy Construction (Under 5's grant)	£810.00

The Clerks standing order was paid on the 5<sup>th</sup> August and today.

The following receipts were noted:

NCC (PP refund)	£1,691.50
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Balance at the bank now stands at £51,964.39.

ii) External Auditors report

The audit has been completed and all is in order. The necessary notices will be placed on the notice boards and website. Future audits, if required, will be carried out by PKF Littlejohn.

*County Councillor D Roper joined the meeting at 20:56*

**d. Photocopier in the Village Hall**

The Clerk advised she has been informed that the photocopier is insured under the general contents of the Village Hall, although the Treasurer who was present said he could not confirm this. All agreed as the copier is so old it is not worth insuring it anyway. Historical minutes from 2005 from the Village Hall committee state responsibility for the photocopier is the Parish Council's, as it has been given over to them by the Village Hall committee. With this in mind it was agreed the Clerk should arrange a service and ensure the toner is replaced so it can continue to be used.

**e. Village magazine**

The Clerk has obtained 3 quotes to print the next 4 editions of the magazine and would recommend Interprint. All agreed.

**f. Allotment rents (farmers and village)**

All agreed the rents should remain as they are this year with a review again in a years' time.

**g. Risk Assessment document**

Suggested amendments had already been circulated and were agreed by all.

**h) Parish Partnership**

The Clerk is still waiting to hear from NCC's Funding Team how much of the £9000.00 paid is due back from the Trod Path so suggested this item be carried forward to October and all agreed. County Cllr D Roper will chase Highways for the refund.

**i) Street nameplates**

Details of BDC's proposals concerning nameplates had been previously circulated and all agreed it was a good idea.

**6. MATTERS TO REPORT**

**a. Correspondence**

Training is available for 'Getting your community project off the ground'. No one wished to attend.

Information from CPRE regarding the Greater Norwich Local Plan had been previously circulated and all agreed it was not necessary to get involved.

**b. Clerks Report**

The Clerk has received a letter and information from Saffron Housing regarding their land on Westgate which they have asked to be circulated and considered at the meeting in October. Should any residents wish to have a copy they can contact the Clerk or view it on the Parish Councils website. Saffron Housing will attend the October meeting. BDC are giving away free crocus bulbs to residents to help provide food for bees in the Spring. The Clerk has a small supply of vouchers for these should any one like one or residents can contact BDC.

**c. Youth Advocate Report**

There was no Youth Group over the Summer this year but the group have purchased a table tennis table for use at the Hall when they restart.

Enquiries have been made into having a skate park installed with a price currently coming in at around £60,000.00.

Cllr A Ramsbottom will be looking into obtaining funding towards this and will also check with the Village Hall committee that they would be happy to have this at the hall before taking this too far.

**d. Village Hall Report**

Cllr M Williamson apologised as he missed the last meeting. Next meeting 16<sup>th</sup> October 2017.

**e. Report from Cllr A Coldham on the Police Priority Setting meeting attended in July**

The meeting was to discuss the introduction of social media (namely Facebook and Twitter) in the priority setting process. This will not replace the existing SNAP meetings but be in addition to them.

Felthorpe, Hainford, Horsford, Stratton Strawless and Hevingham could identify a maximum of 4 issues for consideration which would then be put out to a public vote. As we already have good communication with the Police and our priorities have not changed over the past year, it is unclear if this would really be of benefit. This is one on which to 'wait and see'.

**f. Police Report**

The Clerk advised there was 1 crime in the village during May and 7 in June, fuller details of which can be found on the Parish Councils website. A weekly newsletter is also posted on the website called 'Operation Randall', which gives details of local crime and crime prevention suggestions along with many contact numbers residents may find useful. PC G Shepherd has left details of crimes between 1<sup>st</sup> June and 5<sup>th</sup> Sept as an overview for residents, which emanated from 56 CAD reports: 1 x child protection issue, 1 x common assault, 6 x actual bodily harm, 1 x malicious communication, 1 x dangerous dog report, 2 x criminal damage, 1 x burglary, 1 x burglary other and 2 non crime domestic reports.

#### **g. County Councillors report**

Hazardous Waste Days are taking place at Mayton Wood on the 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> October.

The Council are now getting back to work and looking to make £100million of cuts over the next 3 years in addition to the £300million over the last 6 years. The Council are hoping the Rate Support Grant will continue which will mean less money needs to be found.

The NDR now has a hopeful completion date of April 2018 due to delays experienced along some sections.

The article in the EDP today regarding elderly residents being given Amazon Alexa's is not going to happen.

Cllr P Carrick asked if Highways had got anywhere in getting the bollards on The Heath removed yet. Cllr D Roper believes the landowners have been contacted but no further action taken yet.

#### **7. PUBLIC PARTICIPATION**

The footpath from Town Corner needs attention – County Cllr D Roper will take that up along with grass cutting along the A140 Cromer Road.

A resident again raised concerns regarding the amount and speed of traffic travelling along the A140 Cromer Road.

Cty Cllr D Roper agreed to tackle highways again on this.

Are residents aware Sanders new timetable shows the number 43 bus coming through the village and stopping on The Street on its way from Aylsham to Norwich Bus Station? Parents present believed that to be a print error as Sanders are now covering the School Buses.

Several of the village allotments are not being worked on regularly causing issues for other tenants. The Clerk confirmed the allotment committee are keeping an eye on this and some tenants have already been spoken to. If the allotments are consistently left unworked, tenants will not be offered the plot again for the coming year.

#### **8. MATTERS FOR FUTURE DISCUSSION AND DATE OF NEXT MEETING**

Saffron Housing land on Westgate and the Parish Partnership bid.

Next meeting is on the 3<sup>rd</sup> October 2017 at 7:30pm in the Village Hall.

**The meeting closed at 21:40**