

**MINUTES OF THE MEETING OF HEVINGHAM PARISH COUNCIL  
HELD ON 3<sup>rd</sup> MAY 2022 IN THE VILLAGE HALL**

**Present:**

Cllr S Ward (Chairman)  
Cllr S Benton (Vice Chair)  
Cllr T Palmer  
Cllr J Norton  
Cllr M Williamson  
Cllr I Nickalls  
Cllr A Ramsbottom  
Cllr A Bunn  
Mrs K Medler (Clerk)

**Parishioners: 9**

**In attendance:** District Cllr J Neesam

**1. APOLOGIES**

Apologies were approved from Cllrs A Long, S Howes and D Holmes and noted from County Cllr D Roper.

**2. APPOINTMENTS**

- a. Cllr J Norton proposed Cllr S Ward continue as Chairman which was seconded by Cllr T Palmer and agreed by all. Cllr S Ward accepted office.
- Cllr T Palmer proposed all roles be agreed as last year on block which was seconded and agreed by all.
- b. Cllr S Benton accepted continuing as Vice-Chair.
- c. Cllr D Holmes had already confirmed his agreement to continuing as Village Hall representative by email.
- d. All Councillors on the Allotment Committee agreed to continue. It was noted that Cllr S Howes would prefer to come off the committee now if possible due to work commitments but in the absence of someone to replace him, he would be happy to continue for now.

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

There were no declarations of interest or dispensation requests.

**4. MINUTES OF THE LAST MEETING**

Minutes of the meeting held on the 5<sup>th</sup> April 2022 were agreed by all.

**5. MATTERS ARISING**

- One of the horse signs can no longer be put up where thought, so a further site is being investigated.
- The Chairman will press PC Lucas Ward for a speed check on The Heath.
- Cllr J Norton advised the hole on the junction with The Street and the A140 Cromer Road has now been filled in.
- The Chairman advised Plots 1 and 2 on the farmers allotments have now been cleared, except for the wooden Shed carcass - the tenant has asked if that could be retained but it will need to be removed. The plots have been ploughed ready for planting so the area is looking good.
- The tyres on Church Lane have now gone.
- The Clerk advised she has chased Highways regarding a new SAM sign location as nothing has been heard.

*With the Chairman's permission the following item was brought forward*

**8. MATTERS TO REPORT**

**e. District and County Councillor Reports**

*County (reported by Cllr J Neesam)*

The deer signs are on order and the order for re-painting of the white lines has been sent to the contractors. The contractors have up to 84 days to complete the painting once the order is issued.

*District*

- The accommodation review is complete and a final decision on where the main office is to be located will be made on the 12<sup>th</sup> May 2022.
- The Wellbeing Panel have met and agreed, with regards to the energy rebate for houses in Bands A-D, that those who pay by Direct Debit will receive a direct credit back to their account, whilst anyone not paying by Direct Debit will be contacted separately. For those in Band E and above or who fall into any other category, there is a Discretionary Fund available which can be applied for through Broadland District Council's website. Bands A-D can also apply to this fund. If the eligibility criteria is not met BDC may be able to point applicants to other support which may be available.
- The Wellbeing Panel have also looked at the Domestic Violence Policies and as a result are looking to increase their emergency housing from 2 to 5 and employ another support worker.
- The Chairman asked about progress on the 'Hevingham' sign for the Holt Road and Cllr Neesam will look into this.

*District Cllr J Neesam left the meeting at 19:47*

## 6. PUBLIC PARTICIPATION

- A resident asked if anyone will be doing the hanging baskets on the Village Green for the Jubilee. Following discussions, it was agreed bunting will be put up instead as watering is quite onerous.
- Residents are encouraged to order their tickets for the Jubilee celebrations as places are limited.
- The Hevingivers are still working on a farming related fete for August. If anyone is interested in getting involved, please contact Sharon Ward.
- The last Quiz Night was very good and raised £589.64, which means there should now be enough funds available to cover the Jubilee celebrations.

## 7. MATTERS TO REPORT

### a. Finance

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

Mrs K Medler (Expenses)	£27.67
P H Collins (Grass cutting as agreed)	£448.00
SLCC (Annual subscription)	£112.00
NPower (Electricity)	£155.55
D Seppings (Work at village hall)	£88.00
Anglian Water (Village allotments water bill)	£2.98

The Clerks standing order will be paid on the 5<sup>th</sup> May 2022.

The following receipts were noted:

BDC (Precept – 1 <sup>st</sup> instalment)	£7500.00
Magazine adverts	£36.00

Balance at the bank at the end of April was £33,145.25.

- ii) The accounts for the year ending 31<sup>st</sup> March 2022 had been previously circulated and were agreed by all.

### b. Allotments

#### i) Updates

The Clerk advised she has only received 2 responses from tenants regarding the rats. Comments were: No food rubbish on the site, use traps and regularly re-bait, employ a professional pest controller. All agreed a pest controller was not a viable option due to cost and so the Clerk should advise all tenants to avoid keeping food waste and deal with the rats on their own individual plots as they feel appropriate (aware that some people don't like the use of traps).

#### ii) New issues

Cllr D Holmes has emailed the Clerk asking if the Council will consider mid-term tenancy changes – aware that some people have given notice and others are waiting to take on plots. It was agreed this will be added to the next agenda for consideration to allow time for the Clerk to provide Councillors with appropriate information.

### c. Planning

- i) The following planning applications were considered:

20220550 – Land between 41 and 43 The Street – Erection of new two storey dwelling – No objections.  
20220713 – Lakeside Cottage, Doctors Hill – Single storey front and side extension and two storey rear extension - No objections.  
20220640 – Davisons House, 17 Brick Kiln Road – Removal of conservatory and erection of two storey rear extension – No objections. (Cllr T Palmer declared an interest here and so his opinion was not taken into account).  
ii) Outcomes of previous applications:  
Nothing to report.

### d. Complaint and Freedom of Information Request

The Chairman explained that a complaint and request had been received as the complainant felt the Parish Council had been complaining to BDC / NCC about them. This was however incorrect as the complaint had come from a member of the public and simply been passed on by the Clerk as would be the normal process. The complainant has been provided with the necessary response. To prevent a matter like this arising in the future, the Chairman proposes amending the Standing Orders so the Clerk responds to any complaint / enquiry about things out of the Council's control, directing the responder to the appropriate authority, rather than forwarding any correspondence. There are set rules for amending Standing Orders and so the Chairman will circulate the appropriate information for agreement at the next meeting.

## 8. MATTERS TO REPORT

### a. Correspondence

None.

**b. Clerks Report**

- The Village Hall play equipment inspection is scheduled for June so the Clerk will now organise the bark previously agreed ahead of this.
- For transparency: The Clerk received an enquiry from a parishioner via a Parish Councillor back in January regarding a property on The Turn. The enquirer was concerned that things were not being done in accordance with the planning permission granted. This was passed onto BDC for a response and they have now confirmed all is in order.

**c. Village Hall Report (Read by the Clerk on behalf of Cllr D Holmes)**

- The Community Garden is really taking shape with new pathways installed brilliantly by the Bambridge family. Can we make a special mention also to Ade at Baileys who donated all of the hardcore and stone for the paths and also got rid of the waste muck from the site. This saved a lot of money for the project and we are very grateful. There will be a big push this month to get things planted up, some nice new benches will be purchased to match the new planters and a circular planter will be installed to house the Jubilee sculpture. We are looking good for opening the garden to the public just before the Jubilee weekend as planned. There will always be improvements to be done further down the line but Becky Rolf is working hard to push the main aspects so it is looking good for the opening.
- I have made contact with a chap regarding access to grants to help fund the other aspects of the outside project and I hope to obtain some funding relatively soon which could give us a head start to obtain a trial BMX track for use within the village over a weekend along with some funding to obtain formal quotes for a finished permanent version.

**d. Police Report**

No data available for March or April yet.

**f. John Hall Charity Report**

The report from the Clerk (Janet Evans) had been previously circulated to Councillors and reads:

- I took over as Clerk to the Trustees to the John Hall Charity in September 2020 from Suzanne Benton, just a few months into the Covid pandemic the lockdown, restrictions, and the start of school closures in March 2020. Not the best time to start anything new.
- In the year to March 2020 the charity awarded 11 Uniform Grants at £60 and 3 Further Education Grants at £150.
- In the year to March 2021 the charity awarded 12 Uniform Grants at £60 and 7 Further Education Grants at £150.
- I believe that the increase in application for the Further Education Grants was due to additional advertising in the Hevingham News.
- Unfortunately, the interest earned on the Charities investments has dropped considerably in the past year. It is yet to be decided if the Grants will stay at the current rate.

**9. MATTERS FOR FUTURE DISCUSSION AND DATE OF NEXT MEETING**

Matters for future discussion: Amendment of Standing Orders and Allotment Tenancies.

Next meeting is on the 7<sup>th</sup> June 2022.

The meeting ended at 20:13