

**MINUTES OF THE MEETING OF HEVINGHAM PARISH COUNCIL
HELD ON 16th JANUARY 2024 IN THE VILLAGE HALL**

Present:

Cllr S Ward (Chairman)
Cllr D Holmes
Cllr C Alpe
Cllr A Bunn
Cllr T Palmer
Cllr A Ramsbottom
Cllr V Johnson
Cllr I Nickalls
Cllr E Mills
Cllr M Williamson
Mrs K Medler (Clerk)

Parishioners: 14

In attendance: District Cllr S Ward
Rev M McPhee

The Chairman opened the meeting by wishing everyone a Happy New Year!

1. APOLOGIES

Apologies were noted from Cllr S M Ward and County Cllr D Roper.

2. DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS

There were 3 declarations of interest: Cllrs I Nickalls and D Holmes in relation to item 6ci (Planning) and Cllr V Johnson in relation to item 6dii (Highways Matters). There were no dispensation requests.

3. MINUTES OF THE LAST MEETING

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

4. MATTERS ARISING

- The play equipment was cleaned in December by Steven Williamson of SJW Jet Washing & Exterior Cleaning of Aylsham and all agreed he did an outstanding job – made even better by the fact it was done free of charge! Appropriate thanks have been conveyed directly and via social media.
- The photocopier has now been removed and disposed of.
- Repairs to the slide in the play area are still outstanding.
- The Parish Councils meeting date for January was altered to suit works being completed at the Hall but they did not go ahead and are now scheduled for week commencing 29th January 2024.
- Rick's memorial bench has been added to the Council's insurance at no additional cost.
- The Chairman applied for the Pride in Place grant and this has now been received (£300.00).
- The tax base for 2024/25 has now been confirmed as 435 which means a Band D property will pay an additional £2.21 towards the village precept.

5. PUBLIC PARTICIPATION

Nothing was raised.

6. MATTERS FOR DISCUSSION AND DECISION

a. Finance

i) Accounts for payment

The following accounts were presented for payment and were approved:

TT Jones Electrical (Street lighting maintenance)	£30.65
Anglian Water Business (Water on allotments)	£18.99
F C Hambling (Bus shelter cleaning)	£40.00*
Mrs K Medler (Expenses)	£134.35
SSE (Electricity for street lighting in Nov – paid by Direct Debit)	£56.81

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

A letter was signed to increase the Clerk's standing order with the bank to cover the recent salary increase.

The following receipts were noted:

B.D.C. (Pride in Place grant)	£300.00
Bank interest	£236.11

Balance at the bank at the end of December was £22,516.83.

* Cllr C Alpe asked if the artwork in the bus shelter could be updated as it is looking worn. The Clerk will speak to the school as they arranged this previously.

a. Finance (continued)

ii) Church grass cutting 2024

The vicar explained the current financial position of the Church and why they have chosen to use the same contractor as last year for the coming season. The contractor has agreed to a rolling contract into 2025 if the Church is still responsible for the grass cutting at that point. Following discussions all agreed to meet half of the annual cost of £3840.00 and to make the payment (£1920.00) in June as before. It was suggested perhaps something could be put on the village Facebook page asking for volunteers to help the Church with fundraising. The Hevingivers could also be approached to see they could help.

iii) Annual subscription to either NALC or NPT&S

Following discussions, it was agreed the Council would remain with NPT&S for the coming financial year.

iv) Internal Control Report

This will be carried forward to the next meeting.

b. Allotments

i) Updates:

It appears the rats on Plot 22 are no longer in situ. The current tenant has given notice to quit and someone else has now come forward to take the plot on, so the Clerk will arrange the transfer of the tenancy.

ii) New issues:

There are one or two plots where minor issues have been noted so the Clerk will contact the necessary tenants to sort those. It was noted one of the taps was left unlocked again – the Clerk will send out another reminder.

A tenant present asked if the Parish Council would re-consider putting at least a partial fence along the path from plot 22 to 28 as the space is now very open to the public and not secure. Dogs off leads are also causing issues. It was agreed this will be discussed further at the next meeting but in the meantime any ideas on the best way forward and funding of such, should be sent to the Clerk.

Cllrs I Nickalls and D Holmes left the room

c. Planning

i) New applications

2023/3782 – Sun View, 6 The Turn – change of use of land from agriculture to use for training in plant

Several residents voiced their concerns over the application and asked the Parish Council to support their objections. The Chairman reminded the meeting that the Parish Council are only consultees and do not make the final decision – that is down to Broadland District Council. Following discussions, it was unanimously agreed the Council would support the parishioners objections and object to the application themselves on the grounds that this would be out of keeping with the area, the access to the application site is not suitable, the noise nuisance and the environmental impact.

Cllrs I Nickalls and D Holmes returned and the vicar and 5 members of the public left

ii) Outcomes of previous applications

None.

d. Highway Matters

i) Mud on New Road

This road was very muddy a few weeks ago but is better today. The Chairman explained that the banks are some of the problem. The larger vehicles are pulling these down. The farmer has dug into the bank and found a drain but these will need cutting back properly to expose the drain fully. It also does not help that the fields are higher than the road so water runs onto the road. The Clerk will refer to Highways.

Cllr V Johnson left the room

ii) Obstructions on Highway Land

Camping Beck – residents are unhappy that the fence which has been installed on the metal balustrade is still in situ taking away an amenity that has been there for many years. Highways confirmed to the Parish Council that it should not be there and would be requesting its removal but to date nothing has changed. All agreed the Clerk should contact Highways to see what conclusion has been reached if any and ask for a resolution to this long outstanding matter.

The Heath – again there are 2 properties which have been reported to Highways for encroachment and nothing seems to be happening. All agreed the Clerk should seek a response on these too.

Cllr V Johnson returned

iii) New issues

It has been noted that a further property on The Heath has put in some small white concrete blocks. A resident present explained that the blocks are on land belonging to the property, not Highway land, and have been installed to prevent large vehicles driving on their grass.

e. Council Documents for review and amendment

i) Risk Assessment

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

ii) Financial Regulations

These have been reviewed and no alterations are required.

7. MATTERS TO REPORT

a. Correspondence

None.

b. Clerks Report

- The SAM sign went up on The Heath on the 14th January and will be up for 4 weeks.
- The Parish Council's website and its accessibility statement has had its annual check and all is in order.

c. Village Hall Report

- The resealing of the floor has been delayed until week commencing 29th January 2024.
- The new Wi-Fi is proving to be a success.
- The dishwasher has had to be repaired and the microwave and hoover replaced.
- The disabled toilets have had new rails installed.
- Bookings are still coming in.
- Last year the solar panels worked very well but no comment can be made about this year yet.

d. Police Report

The Clerk advised there were 5 crimes in the village during November: 1x Other Theft (on or near Town Corner), 1x Other Crime (on or near Pound Road) and 3x Violent & sexual offences (1x on or near Morgans Way, 1x on or near Westgate and 1x on or near Churchill Close). Further information can be accessed via www.police.uk.

e. District and County Councillor Reports

District

- Money is in short supply so they are looking at ways of changing funds to cover the bills.
- Norwich, Broadland and South Norfolk Councils are pooling their CIL funds and as a result the Aylsham Gym, the Plumstead Road Library and The Nest in Horsford will all receive some funding.

County

Nothing was received from Cllr D Roper.

8. MATTERS FOR FUTURE DISCUSSION AND DATE OF NEXT MEETING

Grillz van in the Church layby, Fencing on the village allotments and Internal Control Report.

Next meeting is on the 5th March 2024 at the Village Hall.

The meeting ended at 21:00