

**MINUTES OF THE MEETING OF HEVINGHAM PARISH COUNCIL  
HELD ON 1<sup>ST</sup> June 2021 IN THE VILLAGE HALL**

**Present:**

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

**Parishioners:** 4 (3 present and 1 online)

**In attendance:** County Cllr D Roper

**1. APOLOGIES**

Apologies were approved from Cllr S Howes and District Cllr J Neesam.

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

There were no dispensation requests but Cllrs T Palmer and M Williamson declared an interest in item 6e and Cllr S Benton declared an interest in item 6gi.

**3. MINUTES OF THE LAST MEETING**

Minutes of the meeting held on the 4<sup>th</sup> May 2021 were agreed by all.

**4. MATTERS ARISING**

- The gas roadworks on the junction of The Street and the A140 Cromer Road have now gone however a water leak has now appeared. Anglian Water have been advised.  
- The Clerk has checked the cost of the ANPR Sam sign and they are still £26,000 or £15,000 without data recording (which defeats the object of having it), so purchasing one of these is not really an option. A portable version is available at a lower price however these are for Speed watch Teams to use and the village does not currently have one of these. These types of signs also require agreements and policies to be in place with the Police as they are the only ones who can issue letters. All agreed the current Sam sign in use in the village will suffice for now. This sign is currently in place on The Heath so the results from this will be reported in July. The Clerk has also asked the Police if they can carry out some checks on The Heath.

Cllr S Benton stated she has had conversations with people about speeding on Church Lane too. Cllr D Holmes suggested the Council campaign to get the speed limit changed along the two roads.

Cty Cllr D Roper suggested the Council speak to Highways in the first instance to check the criteria they use for reducing limits. If these roads meet the criteria, Highways would cover any costs. If the criteria is not met, the Council should ask Highways if they would support a reduction if the Council paid the costs. If they would, the Council could then either cover the costs themselves in full or put in a bid for 50% under the Parish Partnership Scheme. For information, speed bumps are a big 'no, no' nowadays. The Clerk will contact Highways.

- The Chairman advised the garage sale raised £700.00 which has been split between the Hevingivers and the Friends of Hevingham School.

**5. PUBLIC PARTICIPATION**

- Cllr A Ramsbottom asked when the grass and verges will be cut in the village. The Clerk will check with Highways.  
- Cllr J Norton asked when the trees are being done at the Church. The Clerk will check with the vicar.

**6. MATTERS TO REPORT**

**a. Finance**

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

Mrs K Medler (Expenses)	£22.00
P H Collins (Grass cutting as agreed)	£410.00
Mr F Martinez (Handyman jobs)	£385.00
Hevingham P.C.C. (Church grass cutting for May)	£450.00

The Clerks standing order will be paid on the 5<sup>th</sup> June 2021.

The Council's broker has attempted to obtain 3 quotes for the annual insurance but has only been able to secure 2. All agreed to accept the lower quote at £1,037.94.

Balance at the bank now stands at £33,012.31.

The External Audit documentation was sent off on the 27<sup>th</sup> May 2021.

**b. Toddler Group**

Information is still out-standing on this, so this will be carried forward to the July meeting.

**c. Village Hall Playing Field Community Project**

Cllr D Holmes attended his first Village Hall meeting last week and they are supportive of the project. R Rolf is applying for funding under 'Give 2 Figs' for £20,000 for the community garden which will enable the project team to apply separately for funding for other areas. Fencing has been agreed with the Village Hall committee so things should start to move forward now.

The Clerk advised she has checked the position regarding VAT and as advised previously to recover the VAT, the Parish Council must buy the items, continue to own and be responsible for them and insure them. It has been confirmed that the project group can raise the funds and pass onto the Parish Council so they can then purchase any equipment and recover the VAT.

**d. Appointment of Youth Advocate**

Cllr A Ramsbottom does not wish to continue in this role and no-one else wished to take it on so it was agreed this position will be 'moth balled' for now as it is not currently required.

*Cllr M Williamson left the room and Cllr T Palmer was removed online*

**e. Farmer's allotments**

After discussion, the following was agreed:

- The tenancy agreement states subletting is not allowed (unanimous).
- The tenancy agreement does not allow animals (6 agreed / 2 oppose).
- A letter should be sent reminding the tenants of the rules around subletting: That allowing other farmers to farm for them for a share of the profit is underletting or subletting. That they must farm their own land or give up the tenancy. A reminder that a violation of the agreement in future would result in the tenancy being withdrawn. A reminder to those who farm plots on behalf of another that in future, should a tenancy be withdrawn, they risk losing the crop for a plot they are not entitled to farm (unanimous).
- The Council will advertise any vacant plots and allocation will be by sealed bids up to a maximum of 50% of the site (17 half acres) to avoid a monopoly situation (unanimous).
- Rental for new plots to have a minimum value of £45 per half acre (unanimous).
- Existing tenancies below £50 should be increased to £45 from October 2021 with a view to a further increase for the year 2022 to bring rents up to £50 in line with the East of England average (unanimous).
- Plots 1 & 2 to be advertised with a 2-year rent-free period in exchange for clearance of rubbish, with possibly a caveat that items that cannot be burned or disposed of easily be assessed and the Council will provide a skip to clear when that is all there is left (unanimous).

*Cllr M Williamson re-joined the meeting*

**f. Allotments***i) Updates and new issues*

Nothing to report.

*Cllr S Benton left the room*

**g. Planning***i) The following planning application was considered in-between meetings:*

20210694 – Kempton Park Farm, Church Lane – Erection of agricultural workers dwelling

Majority object as outside the settlement limit, property is positioned too far from the farm area and it is not strictly a workers dwelling but a retirement home. If BDC choose to approve, the Council ask that consideration is also given to whether the property remains linked to the farm in perpetuity, whether a change of use of the land is required from arable to residential and the access road and how nearby drainage ditches may be affected.

*Cllr S Benton re-joined the meeting*

*ii) Outcomes of previous applications:*

20210198 – August Farm, Brick Kiln Road – Approved.

20210609 – Ballintoy, 52a The Street – Approved.

**7. MATTERS TO REPORT****a. Report from Cllr S Benton on planning training attended**

This was an online course but really interesting and well worth doing.

**b. Correspondence**

None.

**c. Clerks Report**

None.

**d. Village Hall Report**

All said goodbye to Mervyn with a card and a gift. This was the first meeting in a year and a half. The Hall is in a decent shape financially thanks to Government grants. Lots of improvements have been carried out already and bookings are starting to come in.

**e. Youth Advocate Report**

This is no longer relevant and will be removed from future agendas.

**f. Police Report**

The Clerk advised there were 2 crimes in the village during April: 1 Violent or sexual offence (on or near Pound Road) and 1 Public Order offences (on or near Morgans Way). Further information can be accessed via [www.police.uk](http://www.police.uk).

*Cllr T Palmer re-joined the meeting*

**g. District and County Reports***County*

Cllr D Roper confirmed he has been re-elected as the County Councillor for Hevingham and so will be with us for another 4 years, until the new boundaries come into force in 2025.

The big issue coming up at NCC is a special meeting on the Norwich Western Link on 7th June. At this meeting Councillors will be asked to approve the business case to be submitted for government funding and appoint a contractor to commence work. It is expected this will be passed at the meeting.

The Norwich Community Hospital will be open on Friday for Covid vaccinations for people over 40 to just turn up and have the Oxford Astra Zeneca vaccine. No appointment is necessary.

No further information is available regarding the fencing on the beck.

*District*

Cllr D Roper reported in Cllr J Neesam's absence:

The collaboration between South Norfolk and Broadland Councils has meant merging the staff groups and locating teams at one or the other council buildings. As an example all of planning is now based at South Norfolk. This is causing concern and it looks very likely that both councils will seek to move in together in new premises in the future. The most important thing is that this is still accessible to residents and staff are available to deal with local concerns.

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

Matters for future discussion: Toddler Group, Horse signs.

Next meeting is on the 6<sup>th</sup> of July 2021 at 19:30.

The meeting ended at 20:45