

**MINUTES OF THE MEETING OF HEVINGHAM PARISH COUNCIL  
HELD ON 3<sup>rd</sup> APRIL 2018 AT THE VILLAGE HALL**

**Present:**

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

**Parishioners: 8**

**In attendance:** County Cllr D Roper

**1. APOLOGIES**

No apologies to note.

**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 6<sup>th</sup> March 2018 were agreed by all and signed by the Chairman.

**4. MATTERS ARISING**

Ownership of the hedge around the Village Green is currently disputed and the Clerk is liaising with various parties to resolve.

The flowers agreed for the centenarian will not be required at present as there was a miscalculation in age.

The Village Hall committee have confirmed they will be doing something for their retiring cleaner.

**5. PUBLIC PARTICIPATION**

Cllr A Coldham asked why BDC were able to grant aid £1000 to help a resident of a nearby Parish to go to the Commonwealth Games when the Parish Council were not able to provide financial assistance to a resident of their own village a few years ago. It was stated that the Parish Council must adhere to the rules set before them and can only make payments under the Powers they are given.

**6. MATTERS FOR DISCUSSION AND DECISION**

**a. Code of Conduct complaint** (Cllr P Carrick left the room during discussions on this matter)

Councillors had been provided with details of this prior to the meeting and agreed unanimously to accept the findings of BDC that the Code of Conduct had not been breached. No further action is required.

**b. Finance**

*i) Accounts for payment*

The following accounts were presented for payment and were approved:

Mrs K Medler (Expenses)	£24.96
HMR&C (PAYE x3)	£135.00
Cllr A Coldham (Hanging baskets for village green)	£60.00
P H Collins (1 <sup>st</sup> instalment on grass cutting)	£350.00

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

Balance at the bank now stands at £55,544.68.

*ii) Hevingivers*

The Clerk reported the Hevingivers have spent £198.00 of the fund they held from last year leaving £66.00 to carry forward with one event planned so far this year, which is likely to clear the £66.00 remaining. All agreed the group could retain the £66.00 for use this year with an update being given this time next year again. Cllr A Coldham advised the group have donated £4000.00 towards the church porch this year.

**c. Herbert Phillip Fund**

The Parish Partnership bid has been approved. The Clerk and Chairman signed the necessary form to enable this to be sent with a cheque for 50% of the costs (£7100.00). Nothing more has been received from the Under 5's.

**d. Memorial Bench in Lay-by**

Following discussions all agreed the Clerk should apply for a license to enable a memorial bench to be installed. Cllr A Coldham will forward some possible funding options to those wishing to install the bench.

#### **e. Farmers allotments centre drive**

The Clerk has received complaints regarding the amount of mud being drawn onto the road from this drive and suggested the Council take action to stop this continuing. It was agreed the allotment committee, along with the Chairman, will meet on site to assess the situation and agree a plan of action. The committee will report back at the next meeting.

*County Cllr D Roper joined the meeting at 20:20*

#### **f. Bus shelter**

The Clerk suggested a 'window' be put into the side of the bus shelter to help those waiting, to see when the bus is coming and to also aid with ventilation. Following discussions, it was agreed an arrow type slot could be cut in so the Clerk will look into. The possibility of a dustpan and brush being kept at the shelter was considered but decided against.

#### **g. Royal Wedding Competition**

Cllr A Coldham explained that when the previous competition was run only one class entered but this time the whole School will take part so 105 medals will be needed. Medals are £1.00 each but can be purchased for 90p each if 100+ are ordered. Following discussions all agreed to increase the donation to cover the 105 medals needed. Cllrs A Coldham, A Ramsbottom and P Carrick will present the medals.

#### **h. Planning**

The following plans had already been considered:

20180369 – 35 Westgate Green – Majority no objections but concerns were raised regarding size, privacy and parking.

20180441 – The Gables, Low Lane – No objections.

The following plan was considered:

20180463 – August Farm, Brick Kiln Road – No objections

There were no updates to give on recent planning applications.

#### **i. GDPR Compliance Plan**

The clerks proposed action plan was agreed. Cllr P Carrick advised he was prepared to take on the role of Data Protection Officer and this was agreed by all.

#### **j. Hedge cutting**

The Clerk was only able to obtain 2 quotes for this but all agreed to appoint Zak Branch Ltd.

### **7. MATTERS TO REPORT**

#### **a. Correspondence**

Norfolk Age UK have written seeking a donation. All agreed not to send anything on this occasion.

#### **b. Clerks Report**

The Clerk provided details of the sixth set of results from the SAM sign which will be printed in the next magazine. The new website is now live although not yet fully operational. This site will be sleeker and only contain Parish Council information although there will still be links to BDC etc. The site address will be publicised when it is fully complete.

#### **c. Youth Advocate Report**

The Youth Group is closed over Easter but numbers attending remain good. The Village Hall is hosting a psychic evening on the 5<sup>th</sup> May to raise funds for the Youth Group and Hevingham Tots. Tickets are £10.00 each.

#### **d. Village Hall Report**

The next meeting is on the 16<sup>th</sup> April so nothing to report now.

Cllr P Carrick advised the next meeting of BDC and SNDC is taking place at the hall.

#### **e. Police Report**

The Clerk advised there were 3 crimes in the village during February: 1 anti-social behaviour (on or near Leonard Medler Way) and 1 anti-social behaviour plus 1 criminal damage or arson (on or near Pound Close). This information will no longer be put on the Parish Councils website but can be accessed via [www.police.uk](http://www.police.uk).

The Clerk then read a note from PC G Shepherd advising of his retirement in April and his replacement, who will attend the May meeting to go through the annual report. It was suggested and agreed that the Clerk send a letter in response.

#### **f. District Councillors Report**

Council Tax bills have now been issued.

#### **g. County Councillors Report**

Cllr M Williamson raised concerns over the new diy waste charges and how this is likely to increase fly tipping. Cllr D Roper advised he will be watching to see how costs increase for disposal of fly tipping against the savings made. Questions are being raised over the legality of the charge and how diy waste can be differentiated against normal residential waste to the extent some Councils who have already implemented the charge have now dropped it. Any payments made for disposal of waste will be given a receipt.

The NDR should be open next Thursday and will be called the 'Broadland North Way'.

The next big discussion will be around Unitary Authorities.

Cllr P Carrick questioned the progress of removal of the unauthorised bollards on The Heath but nothing more has been heard.

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

Farmers allotments centre drive and GDPR.

Next meeting is the Annual Parish Council meeting on the 1<sup>st</sup> May 2018 at 7:30pm in the Village Hall.

**The meeting closed at 21:05**