

MINUTES OF THE MEETING OF HEVINGHAM PARISH COUNCIL
HELD ON 4th JULY 2017 AT THE VILLAGE HALL

Present:

Parishioners: 18

Cllr D Bunn (Chairman)
Cllr P Carrick (Parish & Dist Cllr)
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
Cllr A Coldham
K Medler (Clerk)

1. APOLOGIES

Apologies were received from County Councillor D Roper and the Police.

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 6th June 2017 were agreed by all and signed by the Chairman.

4. MATTERS ARISING

Nothing to report.

5. MATTERS FOR DISCUSSION AND ACTION

a. Churchill Close parking restrictions

The Clerk advised she has received some verbal and written complaints regarding inconsiderate parking at the junction of Churchill Close with Nelson Way. The Clerk has spoken to the Police and although the Highway Code states under Section 140: DO NOT park your vehicle where it would endanger or inconvenience pedestrians or other road users, within 10 metres of a junction, the Police have said they are unable to enforce this. One of the complainants has spoken to NCC Highways to see if parking restrictions could be imposed and they have advised this must be requested through the Parish Council. Several residents were present and stated the current parking issues being experienced are not only causing safety issues for the many children who live and play in the area but all pedestrians and drivers. This is also causing issues with the bin men, deliveries which cannot be made as vehicles cannot get passed and emergency service access. Following discussions, it was agreed the Clerk should contact Highways and request that double yellow lines be put in at the junction and half way down the access road into Churchill Close.

b. Herbert Phillippo Fund

Trod Path

The Clerk is still waiting to hear from NCC's Funding Team how much of the £9000.00 paid is due back.

SAM2 sign

The cheque which was agreed at the last meeting for 50% of the costs, payable to NCC, was not required as the Parish Council have to order the sign, pay the invoice in full and then recover the 50% from NCC. Westcotec who are supplying the sign have been out again to check the locations and we now have 5 possible sites which the Clerk is just waiting for Highways to confirm are acceptable. The sign has been ordered and there is a slight increase in the price as extra brackets will be required – the total increase is £102.00 but this will be split between the Parish Council and NCC (who have confirmed the extra cost will not be an issue). A cheque for the full sum will be required this evening but the Clerk has already sent a copy of the invoice to NCC for reimbursement.

Under 5's

The Clerk has received an email from the group requesting £940.00 for replacement of the front access ramp and rear staircase (materials only) with consideration for future projects which have altered from those originally submitted. The group were originally granted £10,000, of which £3780.17 remains. Following discussions, all agreed the £940.00 should be paid, either to the supplier of the materials, or to the Under 5's upon receipt of a paid invoice, in accordance with the terms of the grant originally set. It was also agreed that any remaining sum could be used on the future projects listed as the group felt appropriate.

c. Planning

The following plans were considered:

20171026 – Land adj 31a The Turn – Object as outside the settlement limit.

20170894 – Whistling Winds, 10 The Street – Majority object based on height and size. Dist Cllr P Carrick advised he has called this into Planning Committee as he felt there were sufficient objections to warrant the Committee making the final decision rather than the Planning Officer. Cllr P Carrick will speak at the meeting as the District Councillor and would encourage any residents who wish to object to do likewise. The deadline for registering to speak is tomorrow (5th July). Cllr J Norton will speak at the meeting on behalf of the Parish Council.

d. Finance

i) Accounts for payment

The following accounts were presented for payment and were approved:

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|---|-----------|
| Mrs K Medler (Expenses) | £13.19 |
| TT Jones Electrical Ltd (Street lighting maintenance) | £40.16 |
| F C Hambling (Bus shelter maintenance) | £40.00 |
| Westcotec Ltd (SAM2 sign and accessories) | £4,059.60 |
| HMR&C (PAYE x3) | £134.80 |

The Clerks standing order will be paid on the 5th July 2017.

The following receipts were noted:

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|--------------------|-----------|
| HMR&C (VAT refund) | £5,948.91 |
| Allotment key | £5.00 |

Balance at the bank now stands at £53,215.88.

e. Photocopier in the Village Hall

Cllr A Coldham advised this was originally purchased by means of two grants which were obtained for the village magazine project when it was first set up. The founding members are no longer a part of the magazine production. Cllr A Coldham believes the Village Hall agreed to insure the photocopier with the Parish Council purchasing any required ink. The Clerk advised the magazine is now printed by an outside Company and she does not use it for Parish Council business. Cllr M Williamson will check with the Village Hall committee at their next meeting if they do insure the photocopier and find out who uses it. If it is not being used, consideration may be given to disposing of it although Cllr A Coldham advised she will have to check the grant conditions on this.

6. MATTERS TO REPORT

a. Correspondence

Councillors are invited to:

Priority Setting Meeting with the Police on the 12th July. Cllr A Coldham will attend.

Annual General Meeting of Community Action Norfolk on the 12th July. No one wished to attend.

Annual General Meeting of Norfolk Playing Fields Association on the 13th July. No one wished to attend.

The C T Baker Group have asked if the Parish Council would like their Customer Services Manager to attend a future meeting to discuss and promote the provisions available at the Post Office van. It was agreed this would be of benefit. They have also asked if the Parish Council would be prepared to advertise the Post Office Services in the magazine and notice boards. All agreed as the Clerk already does this periodically, it could be done but the Council are unable to advertise the C T Baker Group as a business, only the Post Office Services (the group could however advertise in the magazine like any other business, providing the correct fee is paid).

b. Clerks Report

The Clerk has been in correspondence for some time now with NCC Highways concerning several posts which have been installed on The Heath, without permission, on Highway land. The Clerk receives regular complaints regarding these and feels residents should be aware of the last correspondence from Highways on the 30th June which stated the following:

I understand the parishes concern over the issue and we will be contacting the relevant landowners next week with instruction to remove the posts. Removal of the posts from that point is subject either to the landowners acquiescing to our instruction, or the due legal process in having the posts removed and disposed of in accordance with a magistrate's order which is complicated and subject to available resource from our legal team.

Complaints have been received regarding some overgrown bushes and hedges on Nelson Way. The Clerk has been in contact with the property owner and work is in hand.

c. Youth Advocate Report

The Youth Group is still going well and the children have asked if it would be possible to have a Skate Park at the Hall. It was agreed that if the Group would like to put forward a detailed case the Parish Council will consider it but it will also be subject to approval from the Village Hall committee.

d. Village Hall Report

Cllr M Williamson advised nothing to report as the next meeting is not until August 2017.

e. Police Report

The Clerk advised there were 3 crimes in the village during April, full details of which can be found on the Parish Councils website. May and June figures are not yet available. The local PCSO is still off on long term sick.

f. District Councillors report

All residents should now have received the Broadland News – several present said they had not received one yet.

7. PUBLIC PARTICIPATION

Footpath No 6 is being used by horses when it is not supposed to be. The resident who reported this advised he knows who the horse riders are but does not feel it is his place to tell them they should not be using it. If names and addresses are passed to the Clerk she will contact them and NCC if necessary.

8. MATTERS FOR FUTURE DISCUSSION AND DATE OF NEXT MEETING

Next meeting is on the 5th September 2017 at 7:30pm in the Village Hall.

The meeting closed at 20:33