

**MINUTES OF THE MEETING OF HEVINGHAM PARISH COUNCIL
HELD ON 7th JANUARY 2020 AT THE VILLAGE HALL**

Present:

Cllr P Carrick (Chairman)
Cllr A Bunn
Cllr J Norton
Cllr T Palmer
Cllr S Ward
Cllr I Nickalls
Cllr D Holmes
Cllr A Ramsbottom
Cllr M Williamson
Cllr S Benton
Cllr S Howes
K Medler (Clerk)

Parishioners: 13

In attendance: County Cllr D Roper

1. APOLOGIES

Apologies were received from District Councillor J Neesam.

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 3rd December 2019 were agreed by all and signed by the Chairman.

4. MATTERS ARISING

- The Clerk advised Highways have advised the issue concerning drainage on the A140 Cromer Road has now been resolved.
- Regarding litter BDC have advised '*There are currently a total of 9 dog and litter bins in Hevingham and all of these are based around the main residential area of the Parish. Broadland would not consider installing anymore bins at this time as this should be enough. In terms of what can be done going forward, it might be worth organising a couple of litter pick events in the Parish using the equipment that we have provided you. Also, if we receive complaints about litter then we can arrange for our contractor to do a litter pick of the area. Lastly with regards to bins, if the parish council believe that more bins are needed then you can use our commercial litter and dog bin emptying scheme, much like you have with the dog bin at the Village Hall.*

The Clerk is aware that BDC will only litter pick an area if it meets their specific criteria and small amounts of general litter would not meet that. Providing more bins would come at a cost of around £200.00 per bin per annum. It was agreed Cllr S Benton will organise a litter pick in the Spring and advertise the date on the village Facebook pages.

5. PUBLIC PARTICIPATION

- A member of the public explained to the Council their intention to purchase a plot of land on Brick Kiln Road on which to build a family home and is seeking the Council's thoughts before proceeding. In the absence of a proper planning application it was stated that the Council are unable to really comment as the village also needs to have the opportunity to view and comment on any proposals. It was suggested that the applicant speak to BDC for advice and also the current land owner to see if the sale could be subject to obtaining planning permission.
- It was asked if publishing dates could be given for the magazine to ensure that items included will still be relevant when it is printed. Cllr S Ward will speak to the editor.
- Several people have reported issues with the Vodafone signal in the village of late and Cllr D Holmes is looking into this. The Chairman will also speak to the owner of the land on which the mast is positioned to see if they are aware of any issues.

The next item was moved up the agenda by the Chairman

7. MATTERS TO REPORT

f. Reports

District Councillor (Reported by Cllr D Roper)

A meeting took place yesterday concerning the GNLP and the next stage will be going out to consultation on the 29th January 2020. Both of the sites in Hevingham have been classed as unsuitable so have been removed. A new policy has been proposed within the document to allow small scale windfall development of up to 3 dwellings per parish outside of the settlement boundaries however if approved this will not come into effect until 2026.

The Under 5's have submitted a grant application for £500.00 and they are currently awaiting the outcome of this.

County Councillor

An increase of 3.9% on Council Tax is being proposed. Hevingham has been put forward for line repainting. Cllr Roper is looking into how much extra has been put into the budget for Northern Highways to cover the maintenance of the NDR. Cllr A Ramsbottom asked if Highways could install some lighting on the Holt Road at the junction with Brick Kiln Road as it is very dark and difficult to see the junction on approach. Cllr Roper will speak to the local Highway representative and also chase a response on lighting the Church Lane junction with the Cromer Road as nothing has been heard on that.

Cllr D Roper left the meeting at 20:05

6. MATTERS FOR DISCUSSION AND DECISION

a. Hevingham Under 5's

The Clerk has spoken to the Headteacher today and can confirm:

- i) Parents have now been told the Under 5's will re-open after Easter.
- ii) Final costs are still being awaited but the Headteacher will confirm these once known.
- iii) To clarify the costs so far, the School intend to proceed with Option 3 for the roof at £9,000.00 and Option 2 for the walls at £3,500.00 making a maximum total of £12,500.00. The Parish Council's proportion is therefore a maximum of £6,250.00.
- iv) Adverts for staff will be going out next week.
- v) The building is safe to use as it is for now so it is hoped the necessary works will be completed during the Summer holidays to minimise disruption.

b. Village Hall

The Clerk has spoken to both the Chair of the Village Hall and their handyman and providing the handyman takes out the appropriate insurance (which he is happy to do) he could continue to look after the grounds as he does now but as a contractor to the Parish Council instead of the Village Hall.

The only thing that just needs to be resolved is the insurance on the play equipment which the Clerk will sort out with the treasurer.

The Village Hall are happy to agree a responsibility transfer date of the 1st April 2020 and this was accepted.

c. Website Accessibility Rules

The Clerk explained that new rules come into effect on the 23rd September 2020 concerning websites and we need to ensure our site is compliant and that we have the appropriate accessibility statement in place. This is not something the Clerk is able to do herself and is therefore seeking the Council's authority to appoint Mr S Jackman, who helped set up the site initially, to review the site, make any necessary amendments, advise the Clerk on how to stay compliant going forward and produce an accessibility statement. The cost will be £45.00. All agreed Mr Jackman should be appointed.

d. Grass Cutting Contract for 2020

The Clerk explained she has now contacted 5 different people and only 2 have been able to quote. Following discussions all agreed to re-appoint A M Cultivating with removal of scarifying and rolling.

A member of the public left the meeting at 20:20

e. Finance

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

Norse Eastern Ltd (Winter magazine printing)	£283.00
F C Hambling (Bus shelter cleaning)	£40.00
E-on (Electricity)	£94.70
HMR&C (PAYE x3)	£121.20
Mrs K Medler (Expenses)	£42.25

The Clerks standing order was paid on the 5th January

The following receipts were noted:

Magazine adverts	£90.00
Bank interest (CBS)	£75.61

Balance at the bank now stands at £45,180.44.

f. Allotments

i) The Clerk has spoken to the handyman concerning rotovating and he is of the opinion rotovating alone would be sufficient, without weed killing, providing the ground was then worked. However, without doing one to see how long it takes, he would be reluctant to give a price per plot. The Chairman has a rotovator so will try it himself and see if that works now the ground is wetter. (A tenant present said he didn't really feel rotovating was particularly useful as the blades don't go down far enough).

The community plot 'tenants' are going to have a 'digging day' to see how that works now the ground is wetter and are then intending to put in some raised beds, using funds which have been raised from selling vegetable calendars but would appreciate some funds to purchase tools. All agreed to fund the wish list in full at £135.00 and allow a cheque payment in advance with receipts to be provided to the Clerk once purchased. Cllr D Holmes also offered to donate some pallet wood.

g. Wild Flower Meadows (land on The Heath)

This item to be carried forward to March as the arranged meeting with BDC was cancelled.

h. Planning

The Chairman confirmed both of the Hevingham sites put forward for the GNLP had not been accepted as they were considered unsuitable and detailed the reasons why. It was therefore agreed that attending the briefing at BDC on the 22nd January, to which the Council had been invited, was not necessary.

7. MATTERS TO REPORT

a. Correspondence

None.

b. Clerks Report

The Clerk provided figures from the SAM sign for December - full details will be printed in the Hevingham News. The overall figures suggest there is not a major problem with speeding in the village, which Councillors felt was down to the presence of the sign, it is just the odd person who ignores the limits.

c. Youth advocate report

Nothing to report.

d. Village Hall report

Nothing to report – next meeting 14th January 2020.

e. Police Report

The Clerk advised there were 4 crimes in the village during November: 1 violent or sexual offence (on or near Park/Open Space), 1 anti-social behaviour (on or near Town Corner), 1 anti-social behaviour (on or near Churchill Close) and 1 public order offence (on or near Churchill Close). Further information can be accessed via www.police.uk. The next SNAP meeting is being held on the 9th January at 7pm in Aylsham Town Hall.

8. MATTERS FOR FUTURE DISCUSSION AND DATE OF NEXT MEETING

Wild Flower Meadows (land on The Heath).

A resident present explained she had started a running club in the village which now meets every Sunday at the Village Green for a 9:30am start. All are welcome to attend. Active Norfolk are helping promote them but are unable to provide any funding so they may need to come to the Parish Council for some funding for high-vis bibs and banners as most of the running is done on the road.

Next meeting is on the 3rd March 2020 at 7:30pm in the village hall.

The meeting closed at 20:40