

**MINUTES OF THE MEETING OF HEVINGHAM PARISH COUNCIL
HELD ON 1st July 2025 IN THE VILLAGE HALL**

Present:

Cllr S Ward (Chair)
Cllr T Palmer
Cllr G Peruzzi
Cllr T Bambridge
Cllr A Bunn
Cllr C Alpe
Cllr D Holmes
Cllr E Mills
Mrs K Medler (Clerk)

Parishioners: 2

In attendance: D Roper (County Cllr)

1. OPEN FORUM FOR PUBLIC PARTICIPATION

Nothing raised.

Two applications were received for the casual vacancy and both applicants were present at the meeting. Following a secret ballot, Helen Cox was voted onto the Council and signed the Declaration of Acceptance of Office.

2. APOLOGIES

Apologies were accepted from Cllrs I Nickalls and S M Ward.

3. DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS

Cllr G Peruzzi declared an interest in item 6b. There were no dispensation requests.

4. MINUTES OF THE LAST MEETING

Minutes of the meeting held on the 3rd June 2025 were agreed by all.

5. MATTERS ARISING

- The time capsule was opened on the 26th June 2025 and the Chairman is currently holding the contents which will be scanned and copied and put on a website. Consideration is being given to having the contents available for the public to view over a weekend.
- A presentation was made at the time capsule opening to Mr Mervyn Williamson, honouring him with the Freedom of the Parish, in recognition of his twenty five years as a Parish Councillor and for his unwavering commitment to the village.
- The stone has now been levelled in the village hall car park – thanks to Mark Williamson for completing that.
- The Clerk has still not received a reply from Highways regarding the yellow zigzag lines outside the School. Cllr D Roper advised he has not received an update either but will chase.
- The sign for The Turn was reported.
- The bark in the play area has been replenished but concerns were raised over the size and content of this. The Clerk advised she ordered 'play bark' but will take some photos and confirm the correct load was delivered.

6. MATTERS FOR DISCUSSION AND DECISION

a. Finance

i) Accounts for payment

The following accounts were presented for payment and were approved:

| | |
|--|----------|
| SSE (Street lighting for May – paid by Direct Debit) | £64.91 |
| Longwater Gravel Co Ltd (Play bark for VH play area) | £1147.68 |
| (This had already been paid as payment was required prior to delivery) | |
| Mrs K Medler (Expenses) | £35.06 |
| Norse Eastern Ltd (Grass cutting for June as agreed) | £296.77 |
| TT Jones (Street lighting maintenance as agreed July – Sept) | £30.65 |
| HMR&C (Employers NI May – July) | £43.86 |
| Cllr D Holmes (Frame for certificate - agreed under S137) | £21.99 |
| Playsafety Limited (VH play area annual inspection) | £139.20 |
| F C Hambling (Cleaning of bus stop Jan-June) | £40.00 |

The Clerk's standing order will be paid on the 5th July.

Balance at the bank at the end of June was £24,454.77. The Clerk supplied Councillors with a breakdown of Receipts / Expenditure against the Budget for the year to date for reference.

It was noted that the interest rate on the Barclays savings account will be decreasing again on the 12th August.

The Clerk confirmed the VAT claim was submitted today.

b. Village allotments

i) Updates

- Plot 28 has a new tenant and plot 7 is now jointly tenanted.
- Cyclists will continue to be monitored but this hasn't been witnessed of late. If required a bush will be planted to block the gap.
- During a recent downpour the works completed seem to have stopped any flooding.
- During a recent inspection it was noted that some plots still have excessive weeds. This will continue to be monitored for now as the current hot weather is probably not helping.

ii) New issues

None

c. Village Hall Play Area Inspection

Firstly, thanks to Cllr C Alpe for cleaning all the items required.

It is unclear if the Village Hall handyman, who usually deals with anything raised, will be returning so the Council need to find someone else to cover these. A member of the public said he may know someone who can help so the Chairman will forward the report and see what response is received.

d. New goal posts at Village Hall

The Village Hall have agreed goal posts can be installed but the Parish Council will be responsible for maintenance and insurance. Following discussions, it was agreed the pitch should be marked out first by Norse at a cost of £105.91 incl VAT. If required a Councillor can be present to confirm the position. The posts will then be purchased from MH Goals at a cost of £660.00 plus delivery and VAT. Someone will be required to install the posts and this can be advertised on the village social media pages. Norse can provide a refresh service for the pitch as and when required for £34.40 incl VAT. District Cllr S Ward will be donating £500.00 towards this and the Hevingivers £800.00, leaving the Parish Council to cover any shortfall from the New Homes Bonus fund plus the additional insurance costs.

e. Seating on Village Hall playing field

The Village Hall have agreed some seating can be installed but the Parish Council will be responsible for maintenance and insurance. All agreed 2 benches should be purchased, like the ones on the village green (recycled plastic 6 seater picnic in brown). Delivery should be to the Hall and then someone will be needed to install them. These will either be paid for from the New Homes Bonus fund or the Herbert Phillip fund.

f. Replace posts and raised bed on Village Green / Triangle

Cllr G Peruzzi is still waiting on a quote for this. Consideration was given as to whether or not the triangle planter should remain and following discussions it was agreed it should but instead of plants which require regular watering, lavender or other plants should be put in (Cllr C Alpe advised she would be able to source these). Cllr D Holmes suggested the planter could be replaced with a planter like those in the community garden and all agreed. Cllr D Holmes should look into this and bring some prices to the next meeting.

The next item was moved up the agenda with the Chairmans permission.

7. MATTERS TO REPORT

e. Reports

County Councillor Report

- New funding is now available called the Norfolk Community Fund which will give up to a maximum of £5000.00 to community organisations. Requests up to £500.00 will be automatically approved but anything over that will be crowd funded. The District Council and Parish Council will be able to 'pitch in' to the fund should they wish. Any group wishing to apply should contact Cty Cllr D Roper in the first instance to check they meet eligibility criteria.
- A report is due to go to Cabinet next week regarding the Western Link. There are definitely no options to dual over the Wensum Valley as they cannot meet Natural England's rules, so they are now looking at single road routes instead.
- NCC will be recommending 1 Unitary Council to Government subject to the results of a meaningful vote at their next meeting in July.
- Cllr T Palmer asked when the new speed limit is coming into force through Hainford. Cty Cllr D Roper agreed to check this as it should have been in June.
- Cllr D Holmes asked what was happening on the land next to the recycling centre on the NDR and was advised this is going to be a small supermarket.
- Cllr T Palmer asked how the 4 day week was going at the recycling centres but Cty Cllr D Roper said he had not had any feedback on that yet. Members of the Parish Council voiced their feedback saying it was 'rubbish'!
- Cllr H Cox asked who is responsible for the trees on the A140 Cromer Road as several are quite large now. Some will be Highways but others will be the landowners. Any dangerous trees should be reported to Highways in the first instance and they will re-direct to the landowners if necessary.

6. MATTERS FOR DISCUSSION AND DECISION

g. Planning

i) New applications:

Nothing to consider.

ii) Applications considered in between meetings:

2025/1685 – The Cottage, 17 Halls Corner Lane – Erection of front porch etc. No comments submitted.

iii) Outcomes of previous applications:

20220550 – Land between 41/43 The Street – Approved with standard conditions.

2023/0668 – 31a The Turn – Approved with additional conditions.

2025/0885 – 23a Westgate – Approved with standard conditions.

h. Risk Assessment

The Clerk has reviewed this document and previously circulated some minor amendments which were agreed.

i. Highway Matters

Cty Cllr D Roper has asked if there are any specific verges in the village that need spraying / strimming. Two areas were identified – Church Lane and the A140 Cromer Road from The Street to the Church.

j. Armed Forces Covenant

This had been previously circulated. All agreed not to sign up to this at present.

7. MATTERS TO REPORT

a. Correspondence

None.

b. Clerks Report

The Clerk has reviewed the Data Information Audit and no changes are required. The Privacy Statement has also been reviewed and the only change required is the Clerks email address.

c. Village Hall Report

- The committee are currently considering improvements to the stage.
- It is still unclear whether the handyman is willing to return to his duties following a long period of illness but in the meantime someone needs to cover the outside maintenance jobs. Cllr C Alpe agreed to speak to the handyman next time she sees him to find out his intentions. It was agreed however that the Clerk should contact Norse to see if they can provide this service alongside the grass cutting for now and also put a post out on the village social media pages. Any contractor must be suitably insured and aware of all current regulations.
- Cllr T Palmer asked if the committee were thinking of burying another time capsule and this is being considered.

d. Police Report

The Clerk advised there were no crimes recorded in the village during April and there is no information available yet for May or June. Further information can be accessed via www.police.uk.

e. Reports

District Councillor Report

Nothing to report.

8. MATTERS FOR FUTURE DISCUSSION AND DATE OF NEXT MEETING

For future discussion: Replacement of the smaller swings in the village hall play area and replacement of the defibrillators.

Next meeting is on 2nd September 2025 at 7:30 in the Village Hall.

The meeting ended at 20:57