

**MINUTES OF THE MEETING OF HEVINGHAM PARISH COUNCIL  
HELD ON 7<sup>th</sup> MARCH 2023 IN THE VILLAGE HALL**

**Present:**

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

**Parishioners: 4**

**In attendance:** County Cllr D Roper

**1. APOLOGIES**

Apologies were noted from Councillor D Holmes, PC Ward and District Cllr 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 10<sup>th</sup> January 2023 were agreed by all after a member of the public requested a minor alteration to item 5, which is corrected to read: A member of the public wanted the Parish Council to be aware that she has spoken to a pest control company concerning the rats and they have advised her that it is not an issue to leave rat *boxes* in the open as long as *they are secured and* the instructions on the box are followed. Also, the best way to get rid of them is to track and bait the burrows. The Chairman thanked the lady for that information.

**4. MATTERS ARISING**

- The works agreed to the allotment fencing have been completed but this will need further discussion under 6b.
- The new roundabout, agreed by Councillors in between meetings due to time restraints on spending, was installed in the Village Hall play area today. Consideration now needs to be given to installing matting around this and the table tennis table. The Clerk will look into for discussion at the next meeting.

**5. PUBLIC PARTICIPATION**

- A member of the public asked where the Parish Council stands in relation to the NWL proposals for a no right turn out of Shortthorn Road. The Chairman advised the Council will be objecting when the official application is submitted and have already raised concerns with Highways during a meeting in November 2022, although there was no willingness by them at that stage to consider alternatives. Cllr D Roper stated the application is expected in the next few weeks. It was suggested the issue should be more widely publicised within the village as this will have a significant effect on the roads. The Chairman will look at how best to do this.

*The following item was moved up the agenda with the Chairmans permission*

**7. MATTERS TO REPORT**

**f.**

**i) County Councillors Report**

- The Council will be increasing Council Tax by the maximum allowed of 4.99% whilst still looking to make £30million in cuts.
- A consultation is to be completed on closing Mayton Wood Recycling Centre, which could save £70,000 a year.
- The consultation on devolution is now coming to an end.

**ii) District Councillor Report**

- Council Tax will be frozen for the second year running – this was a unanimous vote.
- The move to the Horizon building is imminent and so nomination papers for the upcoming Elections will need to be hand delivered to there.

*Cllr D Roper left the meeting at 19:55*

**6. MATTERS FOR DISCUSSION AND DECISION**

**a. Finance**

i) The following accounts had already been paid and were approved:

Platten Pest Control Ltd (Rat treatment on HP allotments)	£288.00
Morti Sport & Play (New roundabout at Village Hall)	£5,479.20
(2 payments of £2,739.60)	

The following accounts were presented for payment and were approved:

NPT&S (Elections training fee for Clerk)	£36.00
NPT&S (Annual subscription)	£170.00
Mrs K Medler (Expenses)	£95.89
IBN Electrical (Replacement of light in tel box)	£84.00
Cllr S Howes (Allotment fencing materials)	£55.86

The following payment will be taken by Direct Debit on 14<sup>th</sup> March 2023

ICO (DPA fee)	£35.00
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The Clerk's standing order was paid on the 5<sup>th</sup> February and 5<sup>th</sup> March 2023.

The following receipt was noted:

Allotment rent	£20.00
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Balance at the bank at the end of February 2023 was £21,539.24.

ii) The Clerk has spoken to the lady who carried out last years Internal Audit and she is happy to complete our Audit again this year although the cost will increase by £5.00 to £55.00. All agreed this is acceptable.

## **b. Allotments**

i) Memorial to Rick Barnes

As Rick was a big part of the HP allotments, some of the tenants donated funds to purchase an Opal plum tree, some purple bulbs and a plaque, all of which have been placed in the Orchard on the allotments. Cllr M Williamson attended the planting along with several others and said it was very moving. The Chairman added that he was aware the tenants wanted to put a bench in as well and funds have now been raised for that too.

ii) Fencing

Cllr S Howes advised he has repaired the worst of the fencing but really all of it needs attention. Following discussions, it was agreed to leave the fencing as it is for now as it is still intact. Becky Rolf agreed to look and see if there are any grants available to replace the fence with hedging or trees, although it was noted this would still incur a maintenance cost.

iii) New issues

There is now a small quantity of rubbish near the gate which needs to be removed. Cllr D Holmes has already agreed to take the wood. As the central pathway is getting muddy again in wet weather, it was agreed the rubble could be used to strengthen that and Cllr S Howes offered to do that. There is a scrap metal person in the village who can be asked to take any metal.

## **c. Planning**

i) New applications

None.

ii) Outcomes of previous applications: 20221995 – 2a Westgate – Full approval.

## **d. LGA Code of Conduct**

This had been previously circulated to all Councillors and following discussion it was agreed the Parish Council will adopt this new Code of Conduct with effect from 5<sup>th</sup> May 2023 in line with BDC. Minor amendments will be made as suggested by BDC.

## **e. GNLP**

It was agreed no comments needed to be submitted.

## **f. Footpaths and Public Right of Way Custodian Group**

The Chairman advised a local resident has agreed to walk the village footpaths twice a year, with help from others, and report back to the Parish Council so we can ensure they are maintained and useable.

We need to get all the paths useable now and 8 still needs to be walked. There are ongoing issues with 4 and 5 but both are being looked into. Thanks are extended to the local resident who has got involved and done a lot of work on that. All agreed the Parish Council will support the continuing campaign to get footpath 4 more user friendly.

## **7. MATTERS TO REPORT**

### **a. Correspondence**

None.

### **b. Clerks Report**

- The SAM sign is currently up in its new position on The Street and will come down on the 11<sup>th</sup> March. The latest results were advised and can be viewed online in the Spring edition of the Hevingham News.
- Councillors were given an information sheet informing them what will happen between now and the Election on the 4<sup>th</sup> May with key dates to be aware of.

**c. Report from the Chairman on the Town and Parish Forum attended**

The Elections were mentioned along with lots of other pertinent subjects, including funding streams. The Chairman will attend the next Forum on the 15<sup>th</sup> March.

**d. Village Hall Report**

The Hevingivers have donated funds to have a full survey done for the pump track, which should happen in the next couple of weeks. This will then give an idea of costs to enable the relevant grant funding to be applied for.

**e. Police Report**

The Clerk advised there was 1 crime in the village during December 2022: 1 x Criminal damage & Arson (on or near Open Space) with 3 crimes during January 2023: 3 x Violent & Sexual Offence (1x on or near Pound Close and 2x on or near Morgans Way). Further information can be accessed via [www.police.uk](http://www.police.uk).

PC Ward has advised via email that over the last 28 days 6 calls were made to the Police with 3 crimes being recorded: 2 relating to wheelie bin fires and 1 instance of a USAF plane being targeted with a green laser. A categorisation list which would help explain how crimes are logged is proving problematic to obtain for now.

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

Fencing on the HP allotments and Play Equipment Matting.

Next meeting is on the 4<sup>th</sup> April 2023 at the Village Hall, immediately after the Annual Parish Meeting.

The meeting ended at 21:00