

**MINUTES OF THE MEETING OF HEVINGHAM PARISH COUNCIL
HELD ON 5th DECEMBER 2023 IN THE VILLAGE HALL**

Present:

Cllr S Ward (Chairman)
Cllr D Holmes
Cllr C Alpe
Cllr A Bunn
Cllr T Palmer
Cllr A Ramsbottom
Cllr V Johnson
Cllr I Nickalls
Cllr S M Ward
Cllr E Mills
Cllr M Williamson
Mrs K Medler (Clerk via Skype)

Parishioners: 1

In attendance: District Cllr S Ward
County Cllr D Roper

1. APOLOGIES

There were 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 3rd October 2023 were agreed by all.

4. MATTERS ARISING

The work on the Youth Shelter is still outstanding due to the weather not being suitable.

5. PUBLIC PARTICIPATION

- Cllr E Mills reported that a memorial bench for Rick has now been installed on the HP allotments. A presentation and celebration took place on the 5th November 2023 at 11:30am and a raffle was held which raised £340.00 for the Pink Ladies cancer charity which Rick supported. It was confirmed that the bench was purchased for £700.00 and so the Clerk will now add this to the Parish Council's insurance.
- Cllr C Alpe asked when the play equipment at the village hall was going to be cleaned as it is now very green. This was going to be completed by the Chairman but he hasn't had time yet to do this. It was agreed the Clerk should put out a request on the village Facebook pages for a volunteer to do this.

6. MATTERS FOR DISCUSSION AND DECISION

a. Finance

i) Accounts for payment

The following accounts had already been paid and were approved:

P H Collins (Grass cutting in October)	£448.00
Mrs K Medler (Expenses)	£98.45
Npower (Electricity for street lighting July-Sept)	£140.16
SSE (Electricity for street lighting Oct)	£59.05 (Direct Debit)

The following accounts were presented for payment and were approved:

J Medler (Removal of fence on HP allotments)	£960.00
Anglian Water Business (Water on allotments)	£153.18
B.D.C. (Dog bin servicing at village hall)	£265.20
F Martinez (Handyman)	£210.00
Mrs K Medler (Expenses)	£376.30

The Clerk's standing order was paid on the 5th November and today.

It was noted and accepted that the Clerk's salary has been increased in accordance with NALC/NJC scales to be backdated to 1st April 2023.

The following receipts were noted:

B.D.C. (CIL payment)	£192.56
Village allotment rents	£60.00
Farmers allotment rents	£1,423.50
Bank interest	£9.39

Balance at the bank at the end of November was £24,626.01.

ii) Grass cutting contract 2024

The Clerk had previously circulated two quotes obtained (three were requested but only two received) and all agreed the Clerk should appoint Norse to cut on a fortnightly basis.

iii) Photocopier at village hall

The Chairman advised the photocopier (which is owned by the Parish Council) is no longer working and due to its age needs to be disposed of. A parishioner present offered to remove the copier free of charge and this was accepted.

iv) The slide at the village hall

Karl Norton has agreed to repair the slide free of charge and will do this on site when time and weather permit.

v) Budget /Precept

The Clerk advised she has not received the Tax Base figure from BDC yet so is not able to advise on that.

Following discussions all agreed the Precept needed to increase by £1000.00, a rise of just under 6%, to £18,000.00. If the Tax Base remains at 434 this would only mean an increase on a Band D property of £2.30 for the year.

A decision was not reached on funding the grass cutting at the Church as the Council wanted clarification on what other quotes had been obtained to ensure value for money was being sought. The Clerk will contact the vicar.

b. Allotments

i) Updates:

The fencing on the HP allotments has now been removed.

ii) New issues:

There is a rat's nest in front of the original water tap on plot 22. The Clerk will contact the current tenant.

c. Planning

i) New applications

None to consider.

ii) Outcomes of previous applications

2023/1766 – Heathfield, 32 The Heath – Approved with conditions.

d. Village Hall Representative

It was noted that Cllr D Holmes has stepped down from this position.

The Chairman proposed Cllr Victoria Johnson take on the role and this was seconded by Cllr Sharon Ward and agreed by all.

e. Publication Scheme

The Clerk had previously circulated some minor amendments and these were agreed.

f. Biodiversity Duty

The Clerk had previously circulated details regarding this, with a map showing all the areas the Parish Council are responsible for within the village and a 'working' spreadsheet for how to improve biodiversity in those areas going forward. The Parish Council noted their duty to consider biodiversity in their decision making in the future.

g. Meeting Dates 2023

Proposed dates had been previously circulated. The Chairman advised the main floor in the village hall is being refurbished on the 8th January and will take a week to complete. It was therefore agreed the January meeting should be postponed until the 16th January. All other dates were agreed.

h. Woodland Creation Project Consultation

Details of this had been previously circulated to Councillors and advertised on the village Facebook pages. The Clerk advised she has not received any feedback directly from parishioners and the odd comments on the Facebook pages were positive. Following discussions, it was agreed the Clerk should respond saying the Parish Council have concerns about the new trees overtaking the native trees and encroaching on the natural environment.

i. Broadland Tree Warden Network

Following discussions, it was agreed the Parish Council did not wish to join this network.

j. Pride In Place Clean Up & Bloom

All agreed the Chairman should submit an application for this £300.00 grant to plant bulbs in various locations in the village.

7. MATTERS TO REPORT

a. Correspondence

The vicar has invited all Councillors to the carol service this Sunday (10th December) at St Mary and St Botolph Church and has asked if the Chairman or another Councillor would like to do one of the readings. The Chairman confirmed he is happy to attend and take part.

b. Clerks Report

- A parishioner has contacted the Clerk regarding three advertising boards which were causing visibility issues on the A140 Buxton junction. The Clerk reported this to Highways but they have said the signs are on private land and they do not consider them to be causing any issues.
- The Clerk was contacted by another parishioner asking for clarification on the relationship between the Parish Council and the Village Hall Committee. So, for everyone's information: The Parish Council are Custodian Trustees of the village hall and as such, simply hold the title deeds and do not have any responsibility for the management of the hall – this is down to the Village Hall Management Committee (VHMC). Any decisions about what the hall does can only be made by the VHMC and they are responsible for those decisions.

c. Report from Cllr E Mills on two training courses attended

A lot was learnt and the training was very valuable.

d. Report from the Chairman on training and forum attended

The Parish Forum was not attended.

The ROSPA training was interesting and there are a couple of points worth noting: Inspection records need to be kept for 21 years and equipment needs to be 'as safe as is reasonably practical'.

e. Village Hall Report

- As mentioned before the main hall floor is being refurbished.

- New Wi-Fi is now in place.

- The Booking Clerk has resigned and this role will be advertised in the New Year.

f. Police Report

The Clerk advised there were 2 crimes in the village during August: 1x Antisocial behaviour (on or near Pound Close) and 1x Criminal damage and arson (on or near Churchill Close) and 4 crimes in September: 2x Violent & sexual offence (1x on or near Open Space and 1x on or near Pound Road), 1x Other (on or near The Heath) and 1x Criminal damage and arson (on or near The Turn). There were no recorded crimes for October. Further information can be accessed via www.police.uk.

Cllr A Bunn left the meeting at 20:50

g. District and County Councillor Reports**District**

- The proposal to renew kiosk and toilet facilities in Broadland Country Park at the top of Shorthorn Road has been given approval.
- The Council are looking at putting a new infrastructure in place to improve customers experience when they contact the Council.
- The food waste contract is up for renewal and will be renewed. BDC are currently funding this as National Government are not due to pay for this until 2026.
- The Public Spaces Protection Order which was recently consulted on has been given the thumbs up by BDC. This is already in force in Norwich.

County

- Cllr A Ramsbottom asked if it is true that the old recycling site at Mayton Wood will become a traveller's site. Cllr D Roper confirmed this is not correct but Mayton Wood is now closed.
- Richard Pearson (Highways) visited the village last week to look at the flooding on Brick Kiln Road and agreed drainage needs to be improved. New grips have already been put in near 29.
- The '30' signs on Brick Kiln Road as you come from the Holt Road end are soon going to be changed to Village Gateway signs.
- £215 million has been received from Government for the Western Link road but they are hoping for more as costs will exceed that. The planning process is now going head.
- There will be a County Deal Vote on Tuesday on whether to have an elected mayor for Norfolk which would bring in £20 million for 30 years.
- Cllr D Roper confirmed in answer to a question that more information will be coming out on Nutrient Neutrality. Cllr Roper also advised that contrary to rumours, a pig farmer has not been paid millions of pounds to stop farming pigs. The pig farmer is moving his pigs elsewhere and the landowner is being paid what the farmer would have paid him in rent, to plant wildflowers etc.

8. MATTERS FOR FUTURE DISCUSSION AND DATE OF NEXT MEETING

Mud on New Road and Fence on the beck.

Next meeting is on the 16th January 2024 at the Village Hall.

The meeting ended at 21:00