

**MINUTES OF THE MEETING OF HEVINGHAM PARISH COUNCIL**  
**HELD ON 10<sup>th</sup> JANUARY 2017 AT THE VILLAGE HALL**

**Present:**

Cllr D Bunn (Chairman)  
Cllr P Carrick  
Cllr A Bunn  
Cllr D Fox-Willis  
Cllr S Medler  
Cllr T Palmer  
Cllr G Crane  
Cllr A Coldham  
Cllr J Norton  
Cllr A Ramsbottom  
Cllr M Williamson  
K Medler (Clerk)

**Parishioners: 8**

**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 6<sup>th</sup> December 2016 were agreed by all and signed by the Chairman.

**4. MATTERS ARISING**

**Parish Partnership bid 17/18**

The amended bid has been submitted and acknowledged. Stratton Strawless Parish Council Clerk has contacted the Clerk concerning these and they may be interested in sharing these with us. We will await the outcome of the bid before discussing further.

**Lighting in the Herbert Phillipso car park**

These have been ordered and the Clerk is awaiting confirmation of a fitting date.

**Accidents on the A140**

The Clerk has received a response from NCC Highways as follows:

*In terms of the concerns over standing water contributing to the accidents - our Road Safety team have records of three personal injury accidents in the last 3 years along this stretch of the A140 between Buxton Road and The Street. None of these incidents involved wet conditions. The details we have received at this stage concerning the recent tragic accident from Norfolk Constabulary Norfolk Constabulary show fine weather with damp road surface. We are always interested to learn of possible causal issues and investigate reports like this, but at this stage they do not appear to have been a factor in the recent accident. There is no formal drainage on the short section between Low Road and no 27, however this section of road is on a gradient. The drainage system begins just south of number 27 and we have works programmed to clean the drains at this location. We have had no other complaints raised over the layout of the road at this location and this has not been subjected to further study at this present time. A solid white centre line is used to indicate an area where overtaking is prohibited and you will normally see these on the network as you approach bends or high risk areas where forward visibility is an issue. With this in mind there are no plans at present to alter the current site arrangements.*

**Mud on New Road**

The Clerk has spoken to Emma, who works at the farm, at length and they do struggle with being in a low spot. They feel others are not helping the situation by damaging the banks with their vehicles, putting more mud onto the road. If NCC were prepared to widen the road to prevent the banks being damaged they would not be opposed to losing some of the banks to do this. Emma was present at the meeting and so it was agreed the Clerk should contact Highways to arrange this as this was done previously and it is believed at least a foot either side is currently hidden. If the banks are cut back Emma will plant some ivy along the remaining banks to try to strengthen them. The drains are blocked and they are trying to get these cleared. The Clerk will contact Highways to ask if these can be cleared as a matter of urgency. Emma advised they are altering some working practices to try to alleviate the amount of mud going onto the road from the fields and will endeavour to keep the road as clean as possible. Emma apologised for the inconvenience this causes however they are happy to work with the Parish Council going forward to improve the situation.

**5. MATTERS FOR DISCUSSION AND ACTION**

**a. Herbert Phillipso Fund**

**Village Hall Play Equipment**

The Space Craft is now in and inspections are being completed – there has been quite a lot of litter in the area and some paint damage to the gate and fence has been noticed. Mr R Barnes confirmed some touch up paint was provided so he will correct that. Insurance has been arranged for the fencing and space craft and so the Council are required to pay £43.22 to cover these items up to renewal. (The full annual cost will be £108.06).

**Trod Path**

Some issues have now arisen with this. Following discussions with Highways, they recommend:

Section 1 - Proceed with this.

Works are scheduled to commence 20<sup>th</sup> Feb 2017.

Section 2 – This cannot currently proceed.

There are issues along this stretch as the Highway boundary is closer to the road than first thought meaning there is not enough width on the verge to put the path. If Highways keep to their land only they would need to put in kerbing and drainage and would possibly need a road closure too – all of which adds to the cost and is still not really suitable. Ideally they would like the Parish Council to approach the landowner to see if he will grant permission for Highways to put the path on his land. If the landowner gives permission this part could then be completed.

Section 3 – This cannot currently proceed.

Some residents have raised objections to the path and are disputing their boundary line. NCC will continue to investigate the boundaries and inform the Parish Council of the outcome in due course. Should the boundaries be where Highways confidently believe they are, the path could then proceed under a future PP bid providing the Council can overcome the objections currently being raised. This section is actually already useable – the scheme was to simply improve it.

Section 4 – Delay for now.

This section is only worth doing in conjunction with section 3.

The total scheme cost is £18,000.00 and the Parish Council have paid 50% of this as agreed. Section 1 will cost a total of £6500.00 (£3250.00 to the Parish Council). If the remaining sections are not able to be completed within this financial year the Parish Council will have the remaining £5750.00 returned as Highways are not allowed to hold onto it and carry it forward to the next year.

In a vote it was unanimously agreed that Section 1 should proceed. The Chairman and Cllr T Palmer will approach the landowner concerning Section 2. Sections 3 and 4 will be reconsidered once the boundary situation is clarified.

## **b. Planning**

The following plans had already been considered:

20162042 – Cobble Acre Park, Brick Kiln Road - No objections

The following plan was considered:

20162193 – The Old Saw Mill, 8 Town Corner - No objections

## **c. Policies**

It was agreed no alterations were required to Standing Orders, the Training Policy or the Publication Scheme. A slight amendment will be made to the Grant Policy to remove the November deadline which is no longer required.

## **d. Grass cutting contract 2017**

Following discussions it was agreed the contract should be awarded to the Garden Guardian for two years, providing no issues arise in the first year.

## **e. Cycle rack**

The Clerk advised she has been asked if some cycle racks could be installed near the bus shelter and provided details of various ones available. Following discussions it was agreed in the first instance to purchase two individual racks which can be fixed to the bus shelter. If there proves to be a need for more, this can be considered at a later date.

## **f. Finance**

### Accounts for payment

The following accounts were presented for payment and were approved:

Mrs K Medler (Expenses)	£20.11
F C Hambling (Bus shelter cleaning)	£40.00
Came & Company (Insurance for new fencing and space craft)	£43.22
Caloo Ltd (Space craft)	£15323.40
HMR&C (PAYE x3)	£132.80
E-on (Electricity for street lights)	£61.70
TT Jones Electrical Ltd (Replacement LED's & maintenance)	£1703.60
TT Jones Electrical Ltd (Installation of 4 solar lights to car park)	£570.00*
Edmundson Electrical Ltd (4 solar lights for car park)	£4668.58*
Cllr G Crane (Parts to repair allotment tap)	£7.55

\* These cheques will not be sent until the work is completed.

The Clerks standing order was paid on the 5<sup>th</sup> January 2017.

The following receipt was noted:

Magazine advert £20.00

Balance at the bank now stands at £56,352.03.

### Budget and Precept 2017/18

Figures were circulated and all agreed to increase the Precept by 1%.

## **6. MATTERS TO REPORT**

### **a. Correspondence**

The Norfolk Accident Rescue Service is seeking a donation and have also provided details of talks and a first aid course they can run. Cllr A Coldham took details of the talks and course. Cllr J Norton proposed the Council donate £30.00 and this was agreed by all.

#### **b. Youth Advocate Report**

The Youth Group was not open over the Christmas and New Year break but they held a very successful Christmas Party prior which was attended by around 85 children. The Space Craft has been a big hit and they are still getting 50+ attending.

#### **c. Village Hall Report**

Cllr J Norton advised the extra fencing has now been ordered at a total of £2371.98 including vat and Mr R Barnes and Mr D Seppings will fit for £250.00 plus any cement required. It was agreed there will be two gates as there is now but one will be locked unless needed open for an event. The fencing should be here by the end of January. Cllr J Norton will be ordering the see saw in March and the cost for this, which includes fitting, will be £2958.00 + vat. This see saw was chosen following discussions with the youth group and is suitable for disabled use. As previously agreed these items will be purchased by the Parish Council and subsequently insured and maintained etc by them.

Cllr A Coldham highlighted to the Council that despite the article in the last magazine, no-one has come forward to join the Village Hall committee. Cllr A Coldham asked if the Parish Council would consider paying someone to do the required work to encourage people to come forward. The Chairman felt this was a cost the Village Hall committee should cover and not the Council and this was agreed by the current Village Hall committee Chair. The committee next meet on the 17<sup>th</sup> January so will discuss their options then. Cllr A Coldham thanked the committee chair for all her work with the Hall on behalf of the village.

#### **e. Police Report**

Full details for November are on the website but 5 crimes were recorded. December figures are not yet available.

#### **f. District Councillors Report**

Cllr P Carrick advised BDC will be considering Council Tax at their next meeting and are proposing to increase the charge on a Band D property by £5.00 (£111.00 to £116.00). With NCC increasing their proportion by 4% and the Police by 2%, Cllr P Carrick will be fighting against this increase and apologised for previously stating there would be no increases. In answer to a question Cllr P Carrick confirmed 'Devolution' has now 'died a death'.

#### **7. PUBLIC PARTICIPATION**

A resident advised the pipe in the ditch which runs from Cobbleacre towards the Village Hall is blocked at the Cobbleacre end. The Clerk will report to Highways.

Cllr T Palmer asked if any more had been heard regarding the damaged pipe in Westgate Green. The Clerk advised she has not heard anything recently so will chase.

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

Next meeting is on the 7<sup>th</sup> March 2017 which will take place at 7:30pm at the Village Hall.

**The meeting closed at 8:55pm**