

**MINUTES OF THE MEETING OF HEVINGHAM PARISH COUNCIL  
HELD ON 6<sup>th</sup> OCTOBER 2020 AT THE VILLAGE HALL**

**Present:**

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

**Parishioners: 6**

**In attendance:** District Cllr J Neesam

**1. APOLOGIES**

Apologies were received from County Councillor D Roper.

**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 1<sup>st</sup> September 2020 were agreed by all and signed by the Chairman.

**4. MATTERS ARISING**

- BDC have confirmed the fence erected at Mission Cottage is within the permitted development provisions and therefore does not require planning permission. The Clerk is still waiting to hear further from the NCC Highways and Boundaries Teams regarding the extension of the fence onto 'the beck' bridge.
- The bin in the village hall shed which was going to be put into the play area doesn't actually have a lid and so will fill with water when it rains. Mr Seppings has been emptying the current bin twice a week and says doing this prevents the need for an additional bin. It was agreed to leave with one bin for now and keep a watch on this. (Just for information, the chains on the Basket Swing broke recently but Mr Seppings quickly repaired them).

**5. PUBLIC PARTICIPATION**

- A member of the public said she had received a letter from The Woodland Trust asking for donations and wondered if the Parish Council would like to make a donation. This will be considered under correspondence.

**6. MATTERS FOR DISCUSSION AND DECISION**

**a. Finance**

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

Mrs K Medler (Expenses)	£68.17
Hevingham PCC (Grass cutting at the Church as agreed)	£225.00
Norse Eastern Ltd (Magazine printing)	£253.00
NPT&S (Training Cllr Ward)	£36.00
F Martinez (Handyman jobs)	£1305.00
P H Collins (Grass cutting contract Aug / Sept)	£775.00
HMR&C (PAYE x3)	£131.60
David Seppings (Works at Village Hall)	£91.00
Ed Robinson Plumbing & Heating (Installation of second allotment tap)	£349.00
Fenland Leisure Products (Toddler swings and bolt caps)	£196.80

The Clerks standing order was paid on the 5<sup>th</sup> October 2020.

The following receipts were noted:

Magazine adverts	£85.00
BDC (Precept-2 <sup>nd</sup> instalment)	£6,600.00

Balance at the bank now stands at £42,826.92.

The half yearly accounts were circulated and accepted.

- ii) It was noted and accepted that the Clerk's salary has been increased in accordance with NALC / NJC scales to be backdated to 1<sup>st</sup> April 2020.

### **b. Trees and hedging around Village Hall**

The Clerk advised the area is going to need a lot of work and feels a schedule really needs to be drawn up to enable quotes to be obtained. It was agreed it would be better to ask someone who knows more about this to inspect and provide a schedule. The Clerk will ask Mr Bambridge to do this and also ask him to provide a quote for the works. Two further quotes will be required. The Clerk will ask the handyman to deal with one small tree which is currently leaning towards a neighbouring fence.

### **c. Trod path hedging**

The Clerk advised more hedging is definitely required and this is the best time of year to plant it. Following discussion, it was agreed the Chairman will speak to Felthorpe Nursery and purchase the appropriate hedging and protectors / stakes and Cllrs S Benton, S Howes and D Holmes agreed to plant them.

### **d. Remembrance service**

Cllrs M Williamson and J Norton agreed to attend the service on the 8<sup>th</sup> November. All agreed Cllr M Williamson should lay a wreath and design K was chosen with a donation of £100.00 to be made. The Clerk requested a cheque made payable to herself for this, as payment can only be made online and the Council do not have a debit card to be able to do that. This was agreed.

### **e. Grass cutting in the village**

The Clerk has tried to obtain 3 quotes however only our current contractor has come back with a price. All agreed our current contractor should continue for another year (without the additional cost of scarifying etc).

### **f. Herbert Phillip Fund**

#### *Under 5's*

The Headteacher has requested the agreed funds however the Clerk is still awaiting sight of the invoice (s) to be able to arrange this. The Under 5's are now open.

### **g. Allotments**

#### *i) Updates*

The second tap has now been installed.

The lock on the older tap is proving difficult to use so a combination lock will be bought for that one. The keys will still fit the newer tap lock.

#### *ii) New issues*

- Cllr M Williamson felt plots 14/15/16 needed to be sprayed but the Clerk advised 16 is in use so that is not necessary. See further discussion below regarding 14/15.

- The organiser of the Community Plot put forward some suggestions for the allotment site and the following was agreed: The current community plot (19) will be shared and paid for by two of the families who currently work on it.

14/15 will become a bigger community plot with 14 being free and 15 being paid for. (If it is found that these plots need spraying, they will come back to the Parish Council but they would rather keep these organic). It was agreed a poly tunnel could be erected on plot 14.

The orchard can be planted with bulbs and wild flowers (providing the other tenants are happy with wild flowers) and made into a pleasant space with some wildlife houses too.

An Open Day can be organised for the 31<sup>st</sup> October 2020 as long as all guidelines concerning Covid are adhered to. R Rolf will be the site rep for the allotments so tenants and the Parish Council have one main point of contact who will raise any issues and progress ideas - two other tenants are prepared to assist with this too. The Clerk was given permission to pass on the necessary contact details to the members of the allotment committee.

#### *iii) Rent reviews*

Following discussions, it was agreed the rents for both the village and farmers allotments should remain unchanged for another year. (Cllrs M Williamson and T Palmer left the room during discussions on the farmers allotments).

### **h. Planning**

20201653 – Pound Farm, 66 The Street – Various works required on this listed building - No objections.

### **i. Village Hall Playing Field Community Project**

Cllrs S Benton and D Holmes presented a basic plan which they would like to take forward along with R Rolf to make the Village Hall and grounds more of a Community Hub. Ideas are to install a BMX track, some rustic adult gym equipment, a garden area and a perimeter track for multiple users. The idea is to put together some more detailed plans and costs and present it to the village as a whole, hopefully at an open event. There are grants that can be applied for. All agreed (including the public present) it was a good idea in principle so the idea should be progressed. One member of the public questioned whether the Parish Council could do this as Custodian Trustees so this will be checked.

*1 member of the public left the meeting at 20:50*

### **j. Hevingham Laurel Club**

The Clerk has confirmed the Parish Council cannot hold any funds for the Club. The Village Hall have said they need Wednesdays back for another booking and so as the Club are not currently using the Hall, they have had to give up the day. The Club is not expected to re-start before the next financial year now. There is potentially someone interested in taking on the Luncheon Club but that has not actually been confirmed yet. There are two Meals on Wheels services running nearby who could cover Hevingham. Insurers have now given a refund. It remains to be seen if the Club will continue.

## **k. Norfolk County Council Boundary Review**

Following discussions, it was agreed there were no comments needing submission.

*1 member of the public left at 21:00*

## **7. MATTERS TO REPORT**

### **a. Correspondence**

Following discussions and a vote, it was agreed not to make a donation to the Woodland Trust.

### **b. Clerks Report**

The clerk provided the latest SAM results – full details will be printed in the Hevingham News.

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

Nothing to report.

### **d. Police Report**

The Clerk advised she now has the recorded crime details from February to August:

There were 5 crimes in the village during February: 2 violent or sexual offence (on or near The Heath and The Street), 2 public order offences (on or near Pound Road) and 1 theft (on or near The Turn)

In March there were 3 crimes: 1 violent or sexual offence (on or near Nelson Way), 1 anti-social behaviour (on or near Cromer Road) and 1 other theft (on or near Cromer Road).

There were no recorded crimes in April.

In May there were 2 crimes: 1 anti-social behaviour (on or near Open Park) and 1 other theft (on or near Open Park).

In June there were 8 crimes: 2 anti-social behaviour (on or near Pound Road and Westgate), 2 criminal damage and arson (on or near Open Park), 3 violent or sexual offence (on or near Open Park and Cromer Road) and 1 drugs (on or near Cromer Road).

In July there were 3 crimes: 1 anti-social behaviour (on or near Nelson Way), 1 violent or sexual offence (on or near Nelson Way) and 1 drugs (on or near Cromer Road).

In August there were 8 crimes: 5 violent or sexual offence (on or near Open Park and Morgans Way) and 3 public order offences (on or near Open Park and Pound Close). Further information can be accessed via [www.police.uk](http://www.police.uk).

### **e. Report from Cllrs D Holmes and S Ward on training attended**

Finance course attended online. Really good training provided which kept, what can be a boring subject, very interesting.

### **f. District and County Reports**

#### *County*

The Chairman read Cllr D Ropers report in his absence:

- A key area of concern has been the increase in Covid cases reported in Great Yarmouth. This is not a workplace outbreak but appears to be general population spread. The increase initially jumped from 25 to 49 per 100,000 of population and is now at 95. This compares to 19 in Broadland. However, the Great Yarmouth level is still below the national average.
- The budget next year will see another 3.99% Council tax increase. At the moment this is on top of £35m of cuts but this could increase if more government funding doesn't materialise. At the moment the books are showing that despite the cuts and tax increase the Council will still be £15m short.
- One area where I will be following up is that there is a drop in customer satisfaction recorded in recent months. With changes in working arrangements it seems we haven't yet got it right in terms of people being able to get the right answers from the right people.
- Work on the new recycling centre off the NDR will start in January next year, work on the new access road will start in four weeks. The Centre is due to open in September 2021.
- The hazardous waste days were once again popular but with big queues at peak times, the question has been raised about a possible booking system next year.
- I am still following up on school transport. I have been assured that all children within catchment for a school who don't receive free transport should now have access to purchasing a spare seat. If anyone hears of any further problems please let me know. I am aware that the staggered starts at some schools have also caused issues.

#### *District*

- The service improvement committee met on Monday - they have had lots of complaints from the public and officers about being able to contact people by telephone and how the telephone is answered as South Norfolk. A new telephone system is being rolled out and improvements promised.
- BDC and SNDC have also been concerned about the Gt Yarmouth situation with Covid and have been knocking on doors and leaflet dropping to help.
- The Government reforms to planning may affect the GNLP so this is now being pushed to try to get it completed before the reforms come in.
- If any funding is required, don't forget Cllr J Neesam has access to a small grant of £500.00 which she can allocate each financial year. The Laurel Club were due to have some of this for their VE Day celebrations but it was not needed in the end as it couldn't go ahead.

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

Next meeting is on the 1<sup>st</sup> December 2020 at 7:30pm in the village hall.

The meeting ended at 21:21