

**MINUTES OF THE MEETING OF HEVINGHAM PARISH COUNCIL  
HELD ON 4th May 2021 ON SKYPE**

**Present:**

Cllr S Ward (Chairman)  
Cllr S Benton (Vice Chair)  
Cllr S Howes  
Cllr D Holmes  
Cllr T Palmer  
Cllr J Norton  
Cllr M Williamson  
Cllr I Nickalls  
Mrs K Medler (Clerk)

**Parishioners:** 3 (Best guess as not all made themselves visible)

**In attendance:** County Cllr D Roper and District Cllr J Neesam

**1. APOLOGIES**

Apologies were approved from Cllrs A Bunn and A Long. No contact was received from Cllr A Ramsbottom.

**2. APPOINTMENTS**

- a. Cllr J Norton proposed Cllr S Ward continue as Chairman which was seconded by Cllr I Nickalls and agreed by all. Cllr S Ward accepted office.
- b. Cllr T Palmer proposed Cllr S Benton continue as Vice Chairman which was seconded by Cllr I Nickalls and agreed by all.
- c. Cllr M Williamson advised he did not wish to continue as Village Hall Representative. The Chairman proposed Cllr D Holmes for the role and this was seconded by Cllr M Williamson and agreed by all.
- d. All Councillors on the Allotment Committee agreed to continue.
- e. In the absence of Cllr A Ramsbottom it was agreed this post will be reviewed at the June meeting.

**3. DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS**

There were no declarations of interest or dispensation requests.

**4. MINUTES OF THE LAST MEETING**

Minutes of the meeting held on the 6<sup>th</sup> April 2021 were agreed by all.

**5. MATTERS ARISING**

- The roadworks on the junction of The Street and the A140 Cromer Road should be cleared this evening.
- Cllr D Holmes confirmed the replacement notice boards have now been installed so the Clerk will review which notices should go in them.

**6. PUBLIC PARTICIPATION**

- Cllr S Benton reported that a Litter Pick was completed on the 17<sup>th</sup> April in the village generally and they were surprised by the small amount of litter collected. Another will be organised for the Autumn time but this can only be on roads with a 30mph limit or below due to safety.
- Cllr M Williamson said he felt some speed monitoring was required on The Heath. The SAM sign has not really picked up a major problem previously but this will be put up again to see if that shows a different picture now. The Clerk will also check prices on the newer camera's again, which show registration numbers, to see if it is worth re-considering purchasing one.
- A resident has asked if the old tree stump can be removed on the land on The Heath where the bottle bank was previously located, as it looks unsightly. The Clerk advised that land is the responsibility of BDC. It was agreed the resident can remove it themselves if they wish otherwise the Clerk will refer to BDC.
- The Chairman reported that the Hevingivers have arranged a garage sale for the 16<sup>th</sup> May 2021 and any-one wishing to participate from the village who is too far out from the centre will be able to have a spot on the Herbert Phillipo car park. This has been advertised on the village Facebook pages and on the side of the road.

**7. MATTERS TO REPORT**

**a. Finance**

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

|   |          |
|---|----------|
| P H Collins (Grass cutting as agreed)                           | £410.00  |
| Red Dragon Media (Notice boards as agreed)                      | £2040.00 |
| Hevingham P.C.C. (Church grass cutting for March and April)     | £843.75  |
| SLCC (Annual subscription)                                      | £112.00  |
| NBB Recycled Furniture (Bench for village allotments as agreed) | £330.00  |
| Sonya Blythe (Internal audit fee as agreed)                     | £50.00   |
| Anglian Water (Village allotments water bill)                   | £67.24   |
| E-on (Street lighting)  | £92.63   |
| D Seppings (Work at village hall)                               | £99.00   |
| West Brothers Ltd (Black board for allotments as agreed)        | £47.49   |

The cheque for NARS agreed at the last meeting has been sent (£137) £30.00

The Clerks standing order will be paid on the 5<sup>th</sup> May 2021.

The following receipt was noted:

BDC (Precept – 1<sup>st</sup> instalment) £6666.00

Balance at the bank now stands at £35,707.25.

ii) The Internal Auditors report had been previously circulated and all is in order. Two minor recommendations were made to ensure complete transparency and the Clerk will implement these going forward. Comment was made that the Financial Regulations adopted by the Council are quite simple but it was agreed the Council would prefer to see these retained.

iii) The accounts for the year ending 31<sup>st</sup> March 2021 had been previously circulated and were agreed by all.

iv) The AGAR forms were reviewed and completed as required and the dates for elector's rights agreed as 14<sup>th</sup> June to 23<sup>rd</sup> July 2021.

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

Nothing to really report at this stage although things are still being done in the background. The Clerk was asked what the VAT position would be and confirmed that to recover the VAT, the Parish Council must buy the items, continue to own and be responsible for them and insure them. The Clerk will clarify if the group can raise the funds and pass onto the Parish Council so they can then purchase any equipment and recover the VAT.

Cllr D Holmes asked if the table tennis table could be moved as it will be in the way. The Clerk suggested this is checked with Cllr A Ramsbottom as she believes it was put there specifically, with the floodlight on the hall overlooking, for the Youth Group.

*County Cllr D Roper joined the meeting at 20:05*

#### **c. Farmer's allotments**

It was agreed the Clerk should obtain some quotes to clear plots 1 and 2 before things can proceed further.

The Clerk advised it has been brought to her attention that another of the tenants has recently passed away although as yet she has not had official notification from the estate's representative. The tenancy gives them a month to do this.

#### **d. Allotments**

##### *i) Updates*

- The bench has now been delivered but the new chalkboard will not be despatched until payment is received.

##### *ii) New issues*

- The tenant of Plot 16 has now been issued with a Notice to Quit due to lack of use.

#### **e. Planning**

i) The following planning applications were considered in-between meetings:

20210609 – Ballintoy, 52a The Street – Garage extension - Majority no objections.

20210515 – Outbuilding, land off The Turn – Conversion of existing building to new dwelling – Majority no objections but some questions raised.

ii) Outcomes of previous applications:

20210077 – 41 Cromer Road – Approved.

20210174 – Heathfield, 32 The Heath – Approved.

20210347 – Green Gables, 6 Cromer Road – Approved.

### **8. MATTERS TO REPORT**

#### **a. Correspondence**

None.

#### **b. Clerks Report**

Notification has been received that the Rospa play area inspection will be carried out in June.

David Seppings has now put an additional bin into the play area and one near the youth shelter to help with litter.

#### **c. Youth Advocate Report**

Cllr A Ramsbottom was absent.

#### **d. Village Hall Report**

Nothing to report.

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

The Clerk advised she has not received the Annual Report however there were 4 crimes in the village during March: 1 Violent or sexual offence (on or near Cromer Road), 2 Public Order offences (1 on or near Pound Close / 1 on or near Halls Corner) and 1 Burglary (on or near The Turn). Further information can be accessed via [www.police.uk](http://www.police.uk).

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

##### *District*

- No meetings have taken place so nothing to report.

##### *County*

- No meetings have taken place so nothing to report.
- Highways will be chased regarding the flooding on The Turn.
- Highways are still proving evasive on the fence at the beck.

#### **g. John Hall Charity**

The new Clerk is Janet Evans. Nothing to report at present, as she is still finding her feet, apart from the end of year accounts which had previously been circulated to Councillors.

It was clarified by the previous Clerk's that the Charity was started in the 1820's and reports to the Parish Council as one of the Trustees has always been a Councillor and reporting meant things were recorded within a legal framework, which the Charity would not perhaps have had the means to do all those years ago.

The Charity supports the parents of children, who live in the village and are leaving the Primary School, with a grant towards the High School uniform. It also supports those wishing to go onto Further Education with a grant for books etc.

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

Matters for future discussion: Tots Group.

Next meeting is on the 1<sup>st</sup> of June 2021 and will take place immediately after the Annual Parish Meeting which begins at 7:30pm. It appears both meetings will be able to go ahead 'in person' although the Clerk will confirm this nearer the time.

The meeting ended at 20:30