

**MINUTES OF THE MEETING OF HEVINGHAM PARISH COUNCIL**  
**HELD ON 5<sup>th</sup> DECEMBER 2017 AT THE VILLAGE HALL**

**Present:**

**Parishioners: 12**

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

**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 3<sup>rd</sup> October 2017 were agreed by all and signed by the Chairman.

**4. MATTERS ARISING**

The photocopier is now fully operational and the Council are advised to have it serviced every 2 years.

**5. PUBLIC PARTICIPATION**

No matters were raised.

**6. MATTERS FOR DISCUSSION AND DECISION**

**a. Finance**

**i) Accounts for payment**

The following accounts were presented for payment and were approved:

Mrs K Medler (Expenses)	£61.14
Cllr A Ramsbottom (Telephone box displays)	£18.00
Miss E Medler (Magazine)	£50.00
Norse Eastern Ltd (Magazine printing)	£221.00
Copyprint (Photocopier repair and service)	£143.04
Anglian Water (Allotment water bill)	£24.03
The Community Heartbeat Trust	£604.80
E-on (Electricity)	£67.48
Cllr A Coldham (Postage to return defib pads)	£4.12

The Clerks standing order was paid on the 5<sup>th</sup> November and today.

The following receipts were noted:

BDC (Community Infrastructure Levy)	£337.50
Allotment rents	£2,242.50
Bank interest	£3.17

Balance at the bank now stands at £62,066.31.

Cllr P Carrick proposed the Council give 'Break' a donation of £1,000 to help cover expenses incurred concerning the property on Brick Kiln Road. This was not supported.

The Clerk had already provided Councillors with information on the Norfolk Parish Training & Support group and proposed they subscribe to these for 18/19 rather than NALC and this was agreed by all.

**ii) Income and Expenditure account for 6 months to 30 September 2017**

Figures had been previously circulated and were agreed by all.

**b. Herbert Phillipo Fund**

**Defibrillators**

We have now paid ongoing support fees with 1 year left to pay on the current contract. Cllr A Coldham advised a resident of The Heath is now looking after the defibrillator in the telephone box on The Heath.

### **c. Parish Partnership Bid 2018/19**

The Clerk advised she met with NCC Highways and they walked the whole of the trod path to discuss each section. NCC Highways will not allow outside contractors to do the majority of the works as the whole point of the scheme is that the Parish works 'in partnership' with NCC.

The residents of Threeways have no objections to the path continuing along the front of their property providing the drainage remains off of their land.

The Clerk outlined the costs of each section and suggested the Council submit a bid under the Parish Partnership Scheme to cover the 3 areas which can be completed. Total cost £14,200 but if the bid is successful this would be split 50/50 so the cost to the Parish Council would be £7,100. This would only leave 2 small sections without any path at all. Following a vote all agreed the Clerk should submit a bid for the 3 sections.

### **d. Church Grass Cutting Grant**

The Church have chosen a contractor whose costs are coming in between £2,400 and £2,800 depending on the growth of the grass. As these costs are significantly higher than previously paid the Clerk will ask the Vicar to attend the January meeting to discuss further.

### **e. Campaign to lower the speed limit on the A140**

Mr S Ward addressed the Council explaining a group have come together to try to reduce the speed limit through Hevingham to Marsham from 50mph to 40mph. Stratton Strawless, Hainford and Marsham have given their support along with County Cllr D Roper and so the group is looking for the Council to give their support too. The intention is to take a case to the next NCC meeting on the 19<sup>th</sup> January 2018. The group are also seeking a financial contribution of £62.50 towards publicity. All agreed to support the group and the Clerk will send a confirmatory letter to Mr Ward. The Clerk has checked the position regarding funding and the Council are not able to offer any funds. Some Councillors said they would be prepared to contribute their own funds so they will liaise with Mr Ward accordingly.

### **f. Planning**

The Clerk gave an update on recent planning applications: 20171461 (Norwich Caravans) approved, 20171543 (Crosstrees, 23 Brick Kiln Road) approved and 20170894 (Whistling Winds, 10 The Street) approved following appeal.

### **g. Meeting dates for 2018**

These had been previously circulated and were agreed.

*1 member of the public left the meeting at 20:24*

### **h. Access to online tools and information**

Following discussions, it was agreed to leave things as they are for now.

### **i. Bus shelter on the A140**

Cllr D Fox-Willis explained that the bus shelter is being left in a terrible state at the moment with lots of rubbish being left around and today the bus timetable had been removed, ripped up and left on the floor. It also smells like it is being used as a toilet and there are concerns that someone is sleeping in there. Sanders have been made aware so their drivers will keep an eye out. The Clerk advised we only pay to have it cleaned once a month but she has highlighted the possible 'rough sleeper' with the Police and is waiting to hear back from them. All agreed to see what the outcome is with the Police for now.

### **j. Grass cutting contract for 2018**

The Clerk has obtained 2 quotes both of which are higher than the Council has previously paid. It was agreed Councillors will investigate further and bring back to the January meeting.

## **7. MATTERS TO REPORT**

### **a. Correspondence**

The Vicar has invited a representative from the Council to do a reading at the carol service on the 18<sup>th</sup> December. Cllr A Coldham advised she is already doing a reading and no-one else was available to attend.

### **b. Clerks Report**

The Clerk provided details of the first two sets of results from the SAM sign and it was agreed these should be published in the Spring magazine along with any others available at the time.

The Clerk had previously circulated full details from the training she attended on the GDPR and said she cannot stress enough how important it is that we get this right. The new regulations come into force on the 25<sup>th</sup> May 2018 and there is a lot of work to be done between now and then. The Clerk will bring a plan of action to the January meeting for agreement. Allotment training is available in February 2018 and the Clerk feels it would be beneficial for her and a member of the allotment committee to attend. All agreed. Cllr G Crane will attend with the Clerk.

It was noted that the Clerk has today had to issue an allotment holder with a Notice to Quit as their rent had still not been paid despite reminders being issued.

Would Councillors be happy to deliver some church invites in the village when delivering the Winter magazines? Yes.

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

The Youth Group will be holding a Disco on the 14<sup>th</sup> December 2017.

The Skate Park will no longer be pursued as the Village Hall committee have declined permission due to the annual insurance cost of around £1,000.

**d. Village Hall Report**

Next meeting 8<sup>th</sup> January 2018.

**e. Police Report**

The Clerk advised there were 10 crimes in the village during August and 6 in September. Fuller details are available on the website.

**f. District Councillors Report**

It was good to see the Laurel Club receive a commendation for the Stars of Broadland and they have now been nominated for the Stars of Norfolk.

**g. County Councillors report**

The Clerk read notes from County Cllr D Roper in his absence:

The first part of the NDR is open and a decision will be made on 15th December as to whether the next phase i.e. Cromer Road to Wroxham Road can be open by Christmas. Final completion is still on track for April next year.

The County council budget is out to consultation until 2nd January. Some proposals have already attracted criticism such as proposed cuts to bus subsidies on non-profitable routes. One of the big problems with this part of the consultation is that no one knows which routes or services will be affected. Another area of concern is a large cut to the mobile library service scheduled for 2019.

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

Church grass cutting grant, Grass cutting in the village, Bus shelter and GDPR.

Next meeting is on the 9<sup>th</sup> January 2018 at 7:30pm in the Village Hall.

**The meeting closed at 21:05**