

Hindolveston Parish Council

Clerk: Mrs Joanna Otte tel 01328 822366
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To: Phillip Brown, Hazel Carter, Chip Davison, Trevor Leeder (Chair), Zara Leeder, Mary Walsh (Vice-Chair)

CC: Pierre Butikofer (District Cllr), David Ramsbotham (County Cllr), PCSO S Artingstall

You are hereby summoned to a **Meeting of Hindolveston Parish Council**
to be held in the Millennium Pavilion, Rec Ground
at 7.30 pm on **Thursday 19 January 2017**

Signed: Joanna Otte.....
Clerk to the Council

Date

AGENDA

Welcome from the Chair

- 1) To consider apologies and reasons for absence.
- 2) Declarations of pecuniary interest in any of the agenda items listed below.
- 3) To confirm the minutes of the previous meeting (17 November 2016).
 - a) To note thanks received from the Air Ambulance and North Norfolk Community Transport for donations.
- 4) The Chair will adjourn the meeting to allow members of the public, PCSO, District and County Councillors to speak.
The Chair will re-open the meeting.
- 5) Highways
 - a) Updates:
 - i) The trailer parked on The Street (previously on Melton Road) has been causing problems. The police have been keeping an eye on it to make sure that it does not cause an obstruction. A resident has asked the District Council to take the necessary measures to deal with the problem. The Chairman and Vice-Chairman have tried to have a word with the owner.
 - b) Items to report
 - c) Speeding issues
 - i) 'Concealed entrance' signs are not in accordance with the regulations so are not something that Highways can provide or give permission for.
 - ii) Speed awareness stickers for wheelie bins (12 for £15.99).
 - iii) To note that the PCSO has ordered the Minute Man for The Street.
- 6) Parish Partnership Scheme
 - a) To confirm an application to the Parish Partnership Scheme for 50% of the cost of purchasing SAM2 (Speed Awareness Messaging flashing sign). Suitable sites (with 13 positions) have been identified with the Highways Engineer around the village. Total cost from Westcotec (the recommended suppliers): £3,917 + VAT:

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SAM2 with 2 batteries, charger and set of clamps	£2,800
Data addition with software and leads	£ 250
12 x Spare brackets (@ £ 50 each)	£ 600
Supply and install 3 x 76mm straight post	£ 267

7) Planning

a) Applications to consider

b) To note decisions made by North Norfolk District Council

- i) Erection of detached garage and store at **Dairy Barn**, Fulmodeston Road ref: PF16/1439. APPROVED
- ii) Change of use of land from agricultural to equestrian use, erection of storage and tractor barn, erection of stables block and creation of new access and drive at **Manton Grange 113 The Street** ref: PF16/0255. APPROVED
- iii) External alterations to rear of dwelling at **Hope House, 2 Melton Road** ref: PF/16/1353. APPROVED

c) Dedication stones at the Methodist Chapel: update

- d) To note that the District Council will be moving to online planning consultation in April 2017. A template for clarification of procedure for dealing with planning applications by parish councils to comply with deadlines has been provided by NNDC legal team.

8) **A review of North Norfolk District Council ward boundaries**, carried out by the independent Local Government Boundary Commission for England (LGBCE). Any changes are subject to approval by Parliament and would come into effect at the next district council election in May 2019. The LGBCE is a national body; it undertakes periodic reviews of local government ward boundaries. The current review is based on population growth and significant variance in electoral equality across different parts of the District.

- a) The Electoral Review proposals are open for an eight-week public consultation by the LGBCE ending of 30 Jan: www.lgbce.org.uk/current-reviews/eastern/norfolk/north-norfolk
- b) The proposals include:
 - i) a decrease in the number of councillors from 48 to 40
 - ii) a decrease in the number of wards within the area as a whole from 14 two-member wards and 20 single member wards (34 wards in total) to 26 single member wards and seven two-member wards (33 wards in total)
 - iii) changes to 30 ward boundaries with 3 ward boundaries staying the same at **Briston, Poppyland and The Raynhams**
 - iv) **Astley Ward will cease to exist. The Parish of Hindolveston will be part of a new Stibbard Ward**

9) **BT Payphone Removal Consultation**: proposal to remove the payphone near the garage on The Street (no calls in the last 12 months). The District Council has responded to the consultation supporting the Parish Council's request to keep the payphone in operation until mobile phone coverage has improved significantly.

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10) Dog waste collection. To consider if collection of waste needs to be fortnightly (October - March) rather than 4 weekly. (One at Rec Grd is emptied weekly.) To note that Scooper Dooper have changed banks. Although the standing order instructions were amended the monthly payments have been returned stating that the new account does not accept credits. The Clerk is trying to resolve the problem with Scooper Dooper.

11) Financial Business

a) Accounts: As at 31 December 2016. To confirm balances on bank statements

Business Bonus	5,286.53
Business Premium	113.85
Community A/C	4,719.20

b) Receipts: allotment rents: £280; wayleaves: £62.24; interest: 66p

c) To note regular payments since previous statement

date	to whom		Details	amount
01/11/16	Scooper Dooper	SO	dog waste collection	16.67
11/11/16	E.ON	DD	non-metered supply	28.92
25/11/16	salary and on costs	SOs	salary and on costs	243.79
01/12/16	Scooper Dooper	SO	dog waste collection	16.67
11/12/16	E.ON	DD	non-metered supply	28.92
25/12/16	salary and on costs	SOs	salary and on costs	243.79

d) Payments for approval:

e) To note that Peter Patten is happy to continue to hold the Gambling Licence (for sale of raffle tickets). To agreed to cover the cost of the annual renewal fee.

	cheque no	£ p
J Otte (expenses)	100738	89.35
J Otte (newsletter Dec)	100739	9.86
Fenland Leisure Products Ltd (repairs)	100740	1,036.61
T Leeder (renewal of Gambling Licence with NNDC)		
Cheques between meetings		
Ryan Hubbard (grass cutting old graveyard and weedkiller on paths)	100707	110.00
Norfolk Parish Training & Support (induction for councillors)	100708	45.00
Lisa Chapman (cleaning Pavilion)	100737	32.00

12) Allotments

a) Chris Scott no longer wants half of his allotment, but Ryan Hubbard would like to take this on.

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13) Recreation Ground and Pavilion

- a) Safety report
- b) Repairs / maintenance
 - i) Barge boards, soffits, window frames, door, gutter pipes
 - ii) Subsidence on paths - trip hazard
 - iii) Fencing
- c) Youth Club:
- d) To consider applying to the Land Registry for Easement by Prescription on the track to the Recreation Ground. Initial cost: £40 (to apply to change the register).
- e) **Financial Business**
 - i) Payments for approval:

	cheque no	£	p
E.ON (Oct - Dec)		37.98	
Lisa Chapman (cleaning)			
Village Hall (booking for 8 Dec Youth Club meeting)			
C Davison (cutting rough land near Rec Grd)			

- f) Update on Bank Mandate changes.

14) Communication with the Community

- a) Newsletter
- b) Website
 - i) To note that the existing Parish Council website hosted by Norfolk Rural Community Council will soon cease to be available. However a new *Word Press* website (provided via the county council and free of charge to members of Norfolk Association of Local Councils) is available.
 - ii) To consider the adoption of the Norfolk Parishes website <http://hindolvestonparishcouncil.norfolkparishes.gov.uk/> as the primary website of use and that Mr Phil Brown becomes, in the first instance at least, the website and content manager.

15) Street-lighting

16) Correspondence

17) Items for report or for the next agenda.

18) Next Meeting of the Parish Council at 7.30pm on Thursday 19 Jan 2017 in the Millennium Pavilion, Recreation Ground.