

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 16 February 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 (19 January 2017).
- 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 has been moved from the road.
 - ii) To note that the police are no longer able to deploy the traffic cones on The Street opposite the Foulsham Road. Highways confirm that it against the Highway Code to park opposite the junction. There is no budget at NCC for yellow lines for this low priority site. They suggest that a request is put in the newsletter for people to park safely aware from the junction. To consider further what further action can be taken.

b) Items to report

6) Planning

- a) Applications to consider
 - i) Erection of single storey side extension and two storey rear extension at **Vicarage Cottage**, Fulmodeston Road ref: PF/17/0105
- b) To note decisions made by North Norfolk District Council
- c) Dedication stones at the Methodist Chapel: to note that the contractors, Osprey have said that they will re-instate the inscriptions.
- d) Online planning at NNDC from April 2017
 - i) To consider and adopt a **Planning Procedure** (attached) for the Parish Council to assist with the deadlines set by the District Council and the new online planning consultation. Wording supplied by legal team of NNDC to ensure compliance.

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- ii) To consider how to view planning applications at Parish Council meetings particular of controversial or large scale plans. For example
 - (1) pay for the documents to be printed (A3 paper required)
 - (2) download the documents prior and project onto a screen (projector and screen required)
 - (3) view downloaded documents on a laptop brought to the meeting.
- 7) To note sewage in ditch on Melton Road. Reported to Anglian Water and NNDC (environmental health) on 7 February.
- 8) Dog waste collection. Increased to fortnightly for Church Lane and Pinfold Lane (Recreation Ground weekly). To approve changes to Standing Order payment to cover the extra cost of 13 more collections per year @ £2.50 each.
- 9) Financial Business

- a) Accounts: As at 30 January 2017. To confirm balances on bank statements

Business Bonus	5,311.53
Business Premium	113.85
Community A/C	4,400.16

- b) Receipts: none

- c) To note regular payments since previous statement

date	to whom		Details	amount
01/01/17	Scooper Dooper	SO	dog waste collection	16.67
11/01/17	E.ON	DD	non-metered supply	31.98
25/01/17	salary and on costs	SOs	salary and on costs	243.79

- d) Payments for approval:

- i) to confirm and amend changes to standing order payment to Scooper Dooper
- ii) Cheques as below:

	cheque no	£	p
J Otte (expenses)	100743	49.52	
J Otte (newsletter Feb)	100744	9.86	
T Leeder (renewal of Gambling Licence with NNDC)			

- e) To consider applying to the Transparency Code Fund to cover the cost of the Clerk's extra hours preparing documents for the new website (the previous one will not be available soon) and for word press training if required.

10) Communication between meetings and the agenda

- a) To bring to the attention of the council that issues are better discussed in a forum setting (the monthly meeting) rather than a constant flow of emails. This enables Councillors to exchange views and knowledge in a more democratic way. Councillors are a voluntary group who do not have time to be constantly answering emails which should be dealt with in the meeting. Circulation of general information and items of urgency are fine, but issues which require discussion or decisions should be put on the agenda for the next meeting.

11) Allotments

- a) To note that Chris Scott has decided to keep the allotment at least until October.

12) Recreation Ground and Pavilion

- a) Safety report
 - i) To consider what to do about the moles
- b) Repairs / maintenance: to consider quotes
 - i) Barge boards, soffits, window frames, door, gutter pipes
 - ii) Subsidence on paths - trip hazard
 - iii) Fencing

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- c) Youth Club: report
- d) To consider request for provisional booking: the hirer would like to fence off a small part of the Rec for pony rides for a child's birthday party in May. To note that the person bringing two ponies has their own insurance.
- e) Application to Land Registry for Easement by Prescription on the track to the Recreation Ground: progress report.
- f) To consider a request from owners of Well Cottage regarding development of the barn and purchase of land from the Recreation Ground.
- g) **Financial Business**
- i) Payments for approval:
- | | cheque no | £ | p |
|-------------------------|-----------|---|---|
| Lisa Chapman (cleaning) | | | |
- ii) Update on Bank Mandate changes: new signatories confirmed: T Leeder, M Walsh and P Brown.
- 13) To clarify that the **Defibrillator** which is located in a cabinet on the wall of the Village Hall was given to the Parish Council in March 2012 by Holt and Community First Responders. It is checked on a regular basis by a volunteer (currently Tim Walsh).
- 14) To consider co-option to fill the vacancy on the Parish Council
- a) John Couch has indicated that he is interested in being co-opted.
- 15) **Communication with the Community**
- a) Newsletter
- b) Website <http://hindolvestonparishcouncil.norfolkparishes.gov.uk/> : progress report from P Brown.
- 16) To confirm arrangements for Annual Parish Meeting in April
- 17) Street-lighting
- 18) **Correspondence**
- a) Community Newsletter from Dong Energy about Hornsea Project Three
- b) Information from Vattenfall (summary and full reports from drop-in events) circulated via email
- c) Letter from Little Snoring Primary School regarding the conversion to Academy status
- 19) **Items for report or for the next agenda.**
- a) To note that Steffan Aquarone (Lib Dem candidate for NCC) has asked to speak to the next meeting about a campaign to improve mobile phone coverage / reception
- 20) **Next Meeting of the Parish Council at 7.30pm on Thursday 16 March 2017 in the Millennium Pavilion, Recreation Ground.**