

# Hindolveston Parish Council

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To:

Chip Davison, Sara Leeder, Trevor Leeder (Chair), Peter Patten, Mary Walsh (Vice-Chair)  
CC: Steven Ward (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 18 June 2015**

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

Date .....

## AGENDA

Welcome from the Chair

- 1) To consider apologies and reasons for absence
- 2) To consider co-option of two members.
- 3) Declarations of pecuniary interest in any of the agenda items listed below.
- 4) To confirm the minutes of the previous meeting (28 May 2015).
- 5) 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.
- 6) Highways
  - a) **Update on outstanding items**
    - i) Works ordered to patch up road surface at junction on **B1110**.
    - ii) Pavement at **3 Melton Road**: developer has been requested to rectify issues.
    - iii) Overhanging trees at **Pinfold Lane**. To note that the owner of the White House has informed Highways that he would arrange for the trees to be cut back.
    - iv) Sewage leak on Melton Road. The Environment Officer from NNDC visited the site on two occasions: the discharge has now stopped and all evidence of it being present has gone.
  - b) **Ditch at Church Lane**. update
  - c) Items to report
- 7) Maintenance
  - a) **Village sign** update
  - b) To consider a request from Rev Sykes for the Parish Council to take on the maintenance of the whole of the **Churchyard** as the contractor arranged by the PCC no longer wishes to carry on.

## Hindolveston Parish Council

### 8) Planning Applications.

#### a) Applications to consider:

- i) **Beck Farmhouse**, 123 The Street: remove one set of gate and erect replacement wall ref: PF/15/0583 & LA/15/0584.
- ii) **Whitehouse Farmhouse**, 68 The Street: installation of conservation roof light in south elevation roof slope ref: LA/15/0733

#### b) To note decisions made by North Norfolk District Council

- i) Variation of condition2 of planning permission ref 08/0496 to erect dwelling (amended design) including habitable accommodation in roof space and erection of garden room at **Homely Acre 61 The Street** ref: PF/15/0349. Permission **granted**.

#### c) Methodist Chapel foundation stone inscriptions: response from NNDC

### 9) Financial Business

#### a) Accounts: As at 29 May 2015. To confirm balances on bank statements

Business Bonus	5,806.62
Business Premium	113.77
Community A/C	6,369.14

#### b) Receipts: £3,678 Precept and LCTSG from NNDC

#### c) Payments for approval:

##### i) cheques

	cheque no	£	p
J Otte ( <i>expenses carry forward</i> )			
J Otte (photocopying newsletter June)	100664	9.98	
Stafford Snell (internal audit)	100665	25.00	
NPTP (chairmanship training)	100666	75.00	

### 10) Account and Audit for 2014/15

- a) Approve and sign accounts which have been checked by T Leeder.
- b) Approve and sign **Annual Return** including annual governance statement, for the external auditors, Mazars. See attached explanation of the annual governance statement and how the Parish Council meets its obligations.
- c) The Internal Auditor, Stafford Snell, states 'The accounts and related documentation are as usual all in order and well prepared. There are no points I wish to raise with the Parish Council.'

### 11) Policies to review

- a) Standing Orders (last reviewed July 2010 due for update) circulated.
- b) Financial Regulations (last reviewed January 2010 due for update) circulated.

### 12) Allotments

## Hindolveston Parish Council

- 13) WW2 70<sup>th</sup> Anniversary of VJ commemoration
  - a) Saturday 15 August at 6 pm.
- 14) Recreation Ground
  - a) Boundary
  - b) Parking
- 15) Street-lighting
- 16) Items for report or for the next agenda (not for discussion).
- 17) Next Meeting of the Parish Council at 7.30pm on Thursday 16 July **2015** in the Millennium Pavilion, Recreation Ground.