

Hindolveston Parish Council

Clerk: Mrs Joanna Otte tel 01328 822366
Little Manor, Thursford Road, Little Snoring, Fakenham, NR21 0JN
e-mail: hindolvestonpc@googlemail.com

To:

Chip Davison, Zara Leeder, Trevor Leeder (Chair), Peter Patten, Mary Walsh (Vice-Chair)
CC: Steven Ward (District Cllr), David Ramsbotham (County Cllr) PCSO Shane 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 November 2015**

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 (15 October 2015).
 - a) To note letters of thanks for donations have been received from the Air Ambulance, NN Community Transport, Break and Poppy Appeal.
- 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) Community Speed Watch
- 6) Highways
 - a) **Items to report**
 - i) Mud on the roads - Fulmodeston Road near Blue Tile Farm. To consider appropriate action.
 - b) **Church Lane.**
 - i) Encroachment on verge and request for pavement: update.
- 7) To consider if any highway improvements are needed which could benefit from the **Parish Partnership Scheme** (50% of the cost from Norfolk County Council).
 - a) Pavement for Church Lane. A footway 1.5 metres wide would cost in the region of £16,000.
 - b) Bus shelter by the Village Sign:
 - i) Response from PCC
 - ii) Feedback from residents from survey in newsletter.
 - iii) Planning permission is not required by the District Council. However consent would need to be granted by Highways.
 - iv) Cost
 - (1) Kerbed base as a minimum some concrete where people will be standing - £1500 should cover it. (Would need to justify use to as it is not a bus stop for public transport.)

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(2) Bus shelter

- (a) NBB: Bexington Bus Shelter £1,620, installation and groundwork £2,815.38, detailed site survey £450 (delivery FOC) total: £4,885.38.
- (b) Ace Shelters: 2 Bay shelter £2800 (3 Bay shelter £3,300) including installation but not ground works.
- (c) Westcotec (discounted due to previous use as temporary shelter) approx £3,000 including installation and groundworks.

8) Maintenance

- i) To consider quotes for cutting the grass in the old **Churchyard**. To note that £300 was allocated in the Budget for the graveyard for 2015-16 and there is a further £800 in reserve for village initiatives.

(1) **CGM Group**: £98.50 per occasion (4 weekly basis between March and October 8 cuts) including application of herbicide to path.

(2) **Norse Grounds Maintenance**: initial tidy up: £140; thereafter £700 (monthly basis April to end of October 7 cuts); £32 to apply herbicide to pathway on 3 occasions per year.

(3) **Ryan Hubbard**: initial tidy up: £200, thereafter £90 per month.

9) Planning Applications

a) Applications to consider

- i) Erection of two-storey side extension with balcony at **Field Barn Cottage**, Wings Lane, Wood Norton ref: PF/15/1507.

- ii) Construction of multi use games area and roller skating/scooter area at the **Recreation Ground** ref: PF/15/1313

- b) To note that NNDC has received several letters of objection for the **Tree Preservation Order (TPO)** on land at **43 The Street** ref no: TPO/15/0908. The matter will be brought before the Committee on 10 Dec for a decision on confirmation. More information available on NNDC's website.

- c) To note decisions made by North Norfolk District Council

10) Financial Business

- a) **Accounts**: As at 30 October 2015. To confirm balances on bank statements

Business Bonus	5,933.13
Business Premium	113.80
Community A/C	3,841.72

- b) **Receipts**: Allotment rents £448.75; NNDC precept £3,500 and LCTSG £177.

- c) To note **regular payments** since previous statement

date	to whom		details	amount
01/10/15	Scooper Dooper	SO	dog waste collection	16.67
11/10/15	E.ON	DD	non-metered supply	28.92
25/10/15	salary and on costs	SOs	salary and on costs	240.39

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d) Payments for approval:

	cheque no	£	p
J Otte (expenses November)		50.13	
J Otte (newsletter November)		19.88	
Lennie King (graveyard grass cutting)		300.00	

- e) To approve an application for a grant for £38 (for training and cost of scanner) from the Transparency Fund for Smaller Authorities (administered by Norfolk ALC and NALC).
- 11) To consider and set the Budget and Precept for 2016-17
- Review the figures (attached)
 - Determine whether or not there are any other likely calls on planned expenditure
 - To accept or decline the Local Council Tax Support Grant from NNDC of £309.
 - Agree the precept for 2016-17
 - Complete the precept form for the District Council
- 12) Allotments
- Health and Safety Inspection report.
 - Allocation of vacant allotments numbered 3 and 6b.
- 13) Recreation Ground
- To note correspondence regarding the erection of the fence.
 - 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).
 - Dogs on the recreation ground
 - Memorial Seats
- 14) Street-lighting
- To note that electrical testing of streets needs to be carried out every six years: cost approx £300 (included in budget for 2016-17).
- 15) Training
- NNDC planning workshop at The Maltings, Wells on Wed 25 Nov - 6.30 pm
 - Rights of Way and Byways Course to be held in Kettlestone Village Hall on Monday 8 February at 7pm. Cost per Parish Council £10.
- 16) Street Party to celebrate the Queen's 90th Birthday.
- 17) Items for report or for the next agenda (not for discussion).
- 18) Next Meeting of the Parish Council at 7.30pm on Thursday **21 Jan 2016** in the Millennium Pavilion, Recreation Ground.