

Hindolveston Parish Council

Clerk: Mrs Joanna Otte tel 01328 822366
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Present:

Chip Davison, Zara Leeder, Trevor Leeder (Chair), Peter Patten, Mary Walsh (Vice-Chair)
and five members of the public

Meeting of Hindolveston Parish Council in the Millennium Pavilion, Rec Ground
at 7.30 pm on **Thursday 19 November 2015**

MINUTES

Welcome from the Chair

- 1) Apologies from S Ward (NNDClr), D Ramsbotham (NCClrr) PCSO S Artingstall.
- 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 adjourned the meeting to allow members of the public, PCSO, District and County Councillors to speak.

Police report: 3 calls (1 x theft from vehicle, 1 x ASB nuisance, 1 x concern for safety)

Comments from members of the public

- o Objection to the suggestion to have a bus shelter on the verge by the church as it would take a park space away for church events and restrict the view of drivers exiting from Church Lane.
- o Concern about the TPO at land at 43 The Street. He commented that it was a large tree for a small garden, it covered everything in a sticky residue and the leaf litter covered the garden and gutters including those of neighbouring properties. The neighbours would all like to see it removed. It was a nice tree but in the wrong place.
- o Suggestion that the canopy of the tree could be reduced.
- o Some equipment at Rec. Ground needed to be repaired.

The Chair re-opened the meeting.

5) Community Speed Watch

- a) A number of people had expressed an interest. To date two have completed and return the registration forms. At least six people are needed to make up a team.

6) Highways

a) Items to report

- i) Mud on the roads - Fulmodeston Road near Blue Tile Farm. To consider appropriate action. It was decided to write to the Dick Seamans Farms and WIT Harrold asking them to clear the roads regularly and to ask drivers to avoid verges if possible and take care of other road users particularly pedestrians.

ii) Potholes

- (1) Fulmodeston Road (opposite houses on the bend)
- (2) Melton Road (near sugar beet pad / Inkwood House)
- (3) Pinfold Land / Foulsham Road (very large)
- (4) Briston Road
- (5) Church Lane

Signed:
Chair

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- b) **Church Lane.**
- i) **Encroachment on verge and request for pavement: update.**
- (1) To note that confirmation has been received from Highways that there is no encroachment on the Highway: the highway extends only to the point where the grass verge falls away.
- (2) It has also been confirmed that part of the sale the contract states that the owner has to put up a high fence around the land. The new owner has cleaned out the pipes leading into and out of the ditch and connected them with a new pipe. Although the flood management team had informed the Parish Council that a drainage survey was required before permission would be granted to fill the ditch, they think that it would be unreasonable to make the new owner excavate it again. However they will write to him saying that if flooding should occur, and it is proven to relate to filling in the ditch, he may be liable.
- (3) There would be room for a footway next to the fence should the Parish Council want to apply for one through the Parish Partnership Scheme.
- 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. It was decided that this was too expensive and the cost could not be justified.
- b) **Bus shelter by the Village Sign:**
- i) Response from PCC: generally supportive but concerned about visual impact on the Church building and also did not wish to lose parking space.
- ii) Feedback from residents from survey in newsletter. While there was support in principle for a bus shelter concerns were raised about the location: in view of a listed building, loss of parking space by Church, obstruction of view for drivers exiting Church Lane. It was also pointed out that this was only one of five bus pick up points in the village. Of the children who use the pick up point at Church Lane, there was one response in favour of the shelter (two children with an adult waiting with them) but one not in favour.
- 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.)
- (2) **Bus shelter**
- (a) NBB: Bexington Bus Shelter £1,620, installation and ground work £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 ground works.
- v) The matter was discussed at some length (including bus shelters at all pick up points). However it was decided that bearing in mind the concerns that were raised and the cost it would not be possible to go ahead with this project.

Signed:
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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.
- ii) It was agreed that to accept the quote from Ryan Hubbard.

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. No objection.
 - ii) Construction of multi use games area and roller skating/scooter area at the **Recreation Ground** ref: PF/15/1313. No objection. (Concern was raised about the location on part of a football pitch, but there was no other site because the land near the barn has to be used for car park.)
- 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. It was decided to inform the NNDC that the Parish Council would be happy to see the tree removed completely, but if that were not possible it suggested a canopy reduction.
- c) To note decisions made by North Norfolk District Council

10) Financial Business

- a) **Accounts** as at 30 Oct 2015. The balances on bank statements were confirmed
- | | |
|------------------|----------|
| 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

- d) The following **Payments** were approved:

	cheque no	£	p
J Otte (expenses November)	100680	50.13	
J Otte (newsletter November)	100681	19.88	
Lennie King (graveyard grass cutting)	100682	300.00	
Mary Walsh (cement and ballast for benches)	100683	55.60	

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- e) 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) was approved.
- 11) To consider and set the Budget and Precept for 2016-17
- a) The draft budget was reviewed (figures attached)
 - b) It was determined that likely calls on planned expenditure had been included.
 - c) It was agreed to accept the Local Council Tax Support Grant from NNDC of £309.
 - d) It was agreed to set the precept for 2016-17 at £7,100.
 - e) The precept form for the District Council was completed and signed.
- 12) Allotments
- a) Health and Safety Inspection report. No issues to report.
 - b) Allocation of vacant allotments. No 3 to Chris Scott; no 6bii to Ryan Hubbard.
- 13) Recreation Ground
- a) To note correspondence regarding the erection of the fence.
 - b) 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). No further progress.
 - c) Dogs on the recreation ground. Problem with fouling was discussed.
 - d) Memorial Seats. Will be treated and installed when the weather permits.
 - e) Car park on the Recreation Ground. Ways to install hard surface for car parking at the top near the barn was discussed.
 - f) It was agreed that the Parish Council would cover the cost of installing a sink in the Pavilion kitchen. The Clerk would liaise with the Rec Grd Committee.
- 14) Street-lighting
- a) 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
- a) NNDC planning workshop at The Maltings, Wells on Wed 25 Nov - 6.30 pm
 - b) 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. No response from newsletter
- 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.

Meeting closed at 9.40 pm

Signed:
Chair

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Date