

## Hindolveston Parish Council

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<http://hindolvestonparishcouncil.norfolkparishes.gov.uk/>

To: Wayne Bowditch, Hazel Carter, Chip Davison, Trevor Leeder (Chair), Zara Leeder, Mary Walsh (Vice-Chair)  
CC: Pierre Butikofer (District Cllr), Steff Aquarone (County Cllr), SNT Fakenham

You are hereby summoned to a Meeting of Hindolveston Parish Council  
to be held in the Millennium Pavilion, Rec Ground  
on Thursday 20 July 2017 at 7.30 pm

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

Date .....

### AGENDA

Welcome from the Chair

- 1) To consider apologies and reasons for absence.
  - a) To note that Phil Brown has resigned. The District Council has been informed and a notice of vacancy put on the notice board and website.
- 2) Declarations of pecuniary interest in any of the agenda items listed below.
- 3) To confirm the minutes of the previous meeting (15 June 2017).
- 4) Matters arising: progress on items from previous meetings for information or reminders only. Items not on this agenda requiring decisions will be placed on the agenda for the next meeting.
- 5) The Chair will adjourn the meeting to allow members of the public, District and County Councillors to speak.  
The Chair will re-open the meeting.
- 6) Highways
  - a) Update on outstanding matters from Highways
    - i) Leaking pond / water on road near Blue Tile Farm - Highways are trying to contact UK Power Networks to request that proper repairs are made to the pipe which was damaged in 2015. (Photos of the water draining onto the road would be useful.)
  - b) To note that following representation from a local farmer/landowner in the area Highways have asked for an item to be included in local newsletters asking landowners to maintain their hedges and trees so that they do not encroach on to the highway (various sites including Foulsham Road).
  - c) Items to report to Highways
    - i) Vehicles parking opposite the Foulsham Road junction
- 7) Speed Management
  - a) Wayne to report on the Speed Indicator Device (SID).
  - b) To approve amendments to Traffic Speed Management policy (link to amended document previously circulated).

## Hindolveston Parish Council

### 8) Planning

a) Applications received from the District Council since the last meeting for consideration: It is possible that further applications may have been issued since the agenda was published which may be considered by the Council. Interested parties should check the website for the most up to date list prior to each meeting using: <http://hindolvestonparishcouncil.norfolkparishes.gov.uk/category/planning-applications/>

i) PF/17/1004 erection of general purpose agricultural storage at **Martins Farm 33 Melton Road** (urgent response required). Link circulated. No objection submitted online 01/07/17.

b) To note decisions made by North Norfolk District Council

c) To note withdrawn applications

i) PF/17/0710: conversion of barn to one dwelling at **110-112 The Street**. WITHDRAWN.

### 9) Financial Business

a) Accounts: As at 29 June 2017. To confirm balances on bank statements

Business Bonus	5,436.53
Business Premium	113.85
Community A/C	5,879.53

b) To note that £5,000 was transferred from the savings account to the community account on 11/07/17

c) To note receipts since previous statement: none.

d) To note regular payments since previous statement

date	to whom		Details	Amount
11/06/17	E.ON	DD	non-metered supply	36.73
25/06/17	salary and on costs	SOs	salary and on costs	247.25

e) Payments for approval:

i) Cheques as below:

	cheque no	£	p
J Otte (expenses)	100765	99.71	
J Otte (newsletter July)	100766	9.86	
Ryan Hubbard (churchyard July)	100767	90.00	
Momentum Norfolk (training 20/06/17)	100768	60.00	
Wayne Jolly (repairs at Pavilion)			

f) Bank account signatories (Parish Council and Recreation Ground).

- To decide on a third signatory on the bank accounts to replace P Brown
- To complete necessary paperwork for Barclays Bank

### 10) Roles and Responsibilities

a) To consider the best way to compile and/or document the entire suite of roles and responsibilities in terms of purpose, execution, frequency and record keeping in such a way that any resident can easily access all such information without referring to the Parish Clerk.

## Hindolveston Parish Council

### 11) Allotments

- a) To note that Ryan Hubbard has agreed to allow a new allotment holder to take over Chris Scott's tenancy. However, Chris Scott is not giving up his allotment at the moment.

### 12) Recreation Ground and Pavilion

#### a) Safety report:

- i) All the playground equipment is good except for a broken swing and a squashed tyre on the right hand side on the see-saw.
- ii) Broken manhole cover (temporary one in place).  
(1) Swing hanger has been repaired (thanks to Wayne Jolly).
- iii) Removal of chestnut tree.

#### b) Repairs/maintenance at **Millennium Pavilion & Recreation Ground.**

- i) Fence repaired by Wayne Jolly (FOC)
- ii) Repairs at Millennium Pavilion and concrete path completed.

#### c) **Disabled friendly path** from The Street to the Pavilion: progress report on quotes

#### d) **Youth Club:** progress report from Mary Walsh

#### e) **Goal posts** (Peter Patten).

#### f) **Fundraising and Social Events**

- i) Yard Sale, Car-boot Sale and Dog Show 9 July: (organiser Lisa Cook): report from M Walsh
- ii) Roc on the Rec on Saturday 29 July 2017: (organiser Z Leeder). Three bands booked (Power House, Midnight Specials, Skip Yard Rockers).

#### g) **Financial Business**

- i) Receipts since the previous statement: £101.50 (hire of pavilion);
- ii) Regular payments since previous statement: £30 (E.ON);
- iii) Balances as at 6 July 2017: current a/c £6,285.21, savings a/c £3,951.55
- iv) Payments for approval:

	cheque no	£ p
Lisa Chapman (cleaning)	100984	£34.00

- h) To consider closing the Recreation Ground accounts and putting all receipts and payments through the Parish Council account.

### 13) Communication with the Community

- a) Website report from Mr Phil Brown.

### 14) Street lighting

### 15) Correspondence

### 16) Items for report or for the next agenda.

- a) Memorial to airmen

### 17) Next Meeting of the Parish Council is at 7.30pm on **Thursday 21 September 2017** in the Millennium Pavilion, Recreation Ground.