

Hindolveston Parish Council

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Present:

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

Meeting of Hindolveston Parish Council in the Millennium Pavilion, Rec Ground
on Thursday 15 March 2018 at 7.30 pm

MINUTES

Welcome from the Chair

1) Apologies from PC Dawson (SNT Fakenham).

a) It was noted that Zara Leeder had resigned due to work commitments.

2) Declarations of pecuniary interest in any of the agenda items listed below. None.

3) The minutes of the previous meeting (18 January 2018) were approved and signed. (The meeting in February had been cancelled).

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.

a) It was noted that letter of thanks had been received from North Norfolk Community Transport for the donation towards the Dial a Ride scheme.

5) The Chair adjourned the meeting to allow members of the public, District and County Councillors to speak.

NCllr S Aquarone reported that the County Council had approved the Budget for 2018-19 which set the scene for the next four years. Having to find the required savings was a difficult task. However the proposed cuts to gritting and bus subsidies had been reversed.

He reported that he had had a site visit with the Highways Engineer at the possibility of having white hatchings or other options to stop parking at the junction of The Street / Foulsham Road. The recommendation from Highways was that no options were suitable for the site and that cars parking in fact improved road safety. However concern remained about the use of Foulsham Road by HGVs and large farm vehicles.

Members of the public

- raised concern about speeding in the Village for example on Melton Road. (However it was noted that SID had no indication of excessive speeds although there was the odd vehicle which speeded through the village at night).
- Mentioned that the 'bridge' was on a different footpath to the one with the missing signs. The Vice-chair offered to report the problem online.
- requested to have the temporary signs removed from the dog bins.
- raised concern about the tree felling at Hope House and the impact this might have on wildlife especially owls.

NNDCllr P Butikofer provided an update on the political situation at the District Council with a new Leader and a change to the Cabinet. The Budget had been approved and included proposals from the opposition in respect to community transport and homelessness.

The Chair re-opened the meeting.

6) Co-opting to fill the vacancy on the Parish Council.

a) It was noted that three candidates had been interviewed. It was decided to wait until the next meeting so that the vacancy created by Z Leeder's resignation could be made at the same time.

Signed: Steff Aquarone
Chair

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7) Highways

a) Update on outstanding items

- i) **Footpath:** 'I have programmed work for this prowl, particularly in respect of the cross field section from the end of the track. I don't recall there being a footbridge on this route during my inspection although I note on the map that there is a stream which the track goes over. Is this what is being referred to? If this is the case, as this is for vehicular purposes rather than just a footbridge for pedestrian only that the landowner would be responsible for its maintenance rather than us.'

b) Items to report to Highways

- i) Broken stile on footpath
- ii) Road surface dressing deteriorating

c) The suggestion for white hatching on The Street opposite Foulsham Rd junction was considered. It was agreed to take the recommendation from Highways and to leave the junction as it is.

8) Speed Management: the data from the last position by Beck's Farm indicated no excessive speeding during daylight hours and occasionally spikes during late evening.

9) Planning

a) Applications received from the District Council since the last meeting for consideration.

- i) PF/18/0110: creation of vehicular access at **Vicarage Cottage**, Fulmodeston Road. Link circulated. Comment submitted on 13 Feb 2018: no objection to this application if it complies with Highways requirements.
- ii) TW/18/0026: to remove 6 metres in each of the 7 hedgerows in order to lay new water pipes. The hedgerows will be replanted at the end of the work on **Fulmodeston Road** between Fulmodeston and Hindolveston. Documents circulated. No objection emailed to Landscape Officer on 21 February 2018.

b) Decisions made by North Norfolk District Council

- i) LA/17/1699 internal and external alterations including replacement of external doors to rear, re-opening of window, capping parapet gables, removal of internal walls, relocation of staircase at first floor and internal reconfiguration at **Hope House**, 2 Melton Road. APPROVED.

10) Inscriptions at the **Methodist Chapel**

- a) It was noted that no response has been received from the owner regarding the plaques and a request for contributing to the cost.
- b) Replacement plaques make by Fakenham Heel Bar. It was agreed to that the Chair and Vice-Chair would approach one or two people in the village to see if they would be willing to fix the plaques to an oak panel and attach to the railings at the village Hall.

11) Maintenance

- a) **War Memorial lettering.** Advice from NNDC regarding painting the lettering: The main purpose of a list description is to enable people to identify the building/structure in question. It is not intended to provide an up-to-date and exhaustive list of all the features included or excluded. Instead, any determination of significance must always be carried out on a case-by-case basis (usually in response to specific proposals). On this basis, I do not consider it necessary to approach Historic England's listing branch to get the description changed. **On the understanding that the lettering is carefully**

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repainted as previously, an application for listed building consent will not be required for this work.

- b) Dave Morrison's generous offer to repaint the lettering was accepted.

12) Financial Business

- a) Accounts: The balances on bank statements were confirmed as at 27 February 2018

Business Bonus	636.63
Business Premium	113.87
Community A/C	4913.47

- b) Receipts: 10p (interest); £10 (allotment rent); £63.05 (wayleaves)

- c) Regular payments since previous statement

date	to whom		Details	Amount
10/01/18	E.ON	DD	non-metered supply	35.54
25/01/18	salary and on costs	SOs	salary and on costs	247.25
10/02/18	E.ON	DD	non-metered supply	36.73
25/02/18	salary and on costs	SOs	salary and on costs	247.25
01/02/18	ICO	DD	Annual fee	35.00

- d) The following payments were approved:

	cheque no	£	p
J Otte (expenses)	100793	21.66	
J Otte (newsletter Feb and March)	100794	19.45	
Came & Company (insurance premium)	100795	1,101.30	

13) General Data Protection Regulations.

- a) Report

- i) The Parish Council is already registered with the ICO as a Data Controller.
- ii) Draft spreadsheet for managing data (employees, councillors, volunteers, bookings for Millennium Pavilion, allotment tenants, emails for newsletter) prepared.
- iii) Privacy statement / letter to be drafted.
- iv) Waiting for sector specific clarification for role of Data Protection Officer.

- b) It was noted the Phil Brown had offered to be part of a working group as he has a GDPR consultant.

14) Allotments

- a) An allotment tenant has emailed to ask the Parish Council to re-consider the cutting schedule of the hedges at the allotment suggesting that they should be trimmed only every three years to provide food and protection for wildlife and to protect the allotments from the biting east wind.

- i) Parish councillors had inspected and it was agreed that the Parish Council was happy with the cutting regime.

- b) It was reported that an allotment tenant was giving up his allotment. Another tenant was clearing it and it would be ready for a new tenant in due course.

- c) It was decided that the Chair and Vice-Chair would make arrangements to carry out an inspection of the allotments.

- d) The Clerk was asked to contact a tenant on the grazing allotments to request that the overgrowth is cleared away from the area near the oil tank.

15) Recreation Ground and Pavilion

Signed: JS Lord
Chair

Date 19.4.18

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a) Safety report:

- i) The equipment looks fine but there is an on-going problem with the fencing and gates (which don't close properly). The fence at the end leading onto the rec has been smashed. The bolt has broken as well and may all need replacing. It was agreed that the Vice-Chair would make arrangements for the repair of the fence and gates. It was suggested that that notice was required asking people to 'please shut the gate'.
- ii) It was noted that the mural painted by the children on the storage container has started to peel and come off - probably because of the bad weather. It wouldn't be toxic and as much as possible has been cleared up. I have cleared up as much as I can.
- iii) The mole hills are really bad in the bottom left hand corner of the field. They have been coming back not long after they were done last time. It was agreed to get the mole catcher back.

b) Disabled friendly path from The Street to the Pavilion: still waiting for quotes.

c) Goal posts. T Leeder and C Davison would help to install the goal posts when the weather improves.

d) Fundraising and Social Events

- i) **Good Friday Coffee Morning** on 30 March (organiser Diane Peart)
- ii) **Roc on the Rec** on 7 July 2018: (organiser Rosie Leeder) three bands booked and a burger van.
- iii) **WW1 Commemorations:** ideas needed.

e) Financial Business

- i) Receipts: £77 (hire); £589.06 (VAT refund); 69 p (interest)
- ii) Regular payments since last statement: £16.00 (E.ON); £46.70 (Anglian Water)
- iii) Balances as at 6 December 2017: current a/c £6,087.77, savings a/c £3,952.24
- iv) Payments approved:

	cheque no	£	p
Lisa Chapman (cleaning)	100999	72.00	

16) Communication with the Community

- a) Website report from Mr Phil Brown. Nothing to report

17) Street lighting: nothing to report.

18) Correspondence

- a) NNDC new ward boundaries confirmed for the elections in May 2019 - Hindolveston in a new ward called 'Stibbard'

19) Items for report or for the next agenda.

- a) Memorial to airmen

20) Next Meeting of the Parish Council and the Annual Parish Meeting is at 7.30pm on Thursday 19 April 2018 in the Millennium Pavilion, Recreation Ground.

Signed: J. J. J.
Chair

Date 19.4.18