

## Hindolveston Parish Council

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Present: Wayne Bowditch (Chair), Hazel Carter, Chip Davison, Wayne Jolly, Trevor Leeder, Neil Lewis, Mary Walsh (Vice-Chair)  
and: Vincent FitzPatrick (District Cllr), Steff Aquarone (County Cllr) and three members of the public

Meeting of  
**Hindolveston Parish Council on Thursday 16 January 2020 at 7.30 pm**  
in the Millennium Pavilion, Rec Ground

### Public Forum

Welcome and Happy New Year from the Chair

Members of the public may raise matters of concern and make comments in respect of the items on the Agenda before the Parish Council meeting opens. District and County Councillors may also report and answer questions.

**Report from NNDCllr V FitzPatrick** (full report sent via email): in December the Big Society Fund awarded a total of £26,000 to community projects, the Arts and Culture Fund distributed £14,000 and the Community Transport Fund £25,000. All three funds are open for applications throughout the year with decisions made quarterly. Information, guidelines and application forms can be found on the District Council website and advice can be provided by the officer in charges. The Councillor also reported that the District Council had successfully prosecuted a man for fly-tipping. The man was ordered to by £2,900 in compensation and legal costs.

**Report from NCCLlr V Aquarone:** Full Council met in November, and the new environmental policy was voted through. This puts Norfolk at the forefront of County Councils by committing it to becoming carbon neutral by 2030 but also working with other partners to make Norfolk as a whole carbon neutral by 2030. He is a member of the oversight group and one of the plans is to bring a road show around the villages. They are also looking at making a gesture towards the WASPE women regarding the pension issue.

### **DRAFT MINUTES**

- 1) Apologies: none.
- 2) Declarations of pecuniary interest in any of the agenda items listed below. None
- 3) The Minutes of the previous meeting (21 November) were approved and signed
- 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 thanks had been received from Break for the donation.
- 5) Recording Parish Council meetings
  - a) Since 2014 members of the press and public have been able to come along to parish council meetings and film, photograph or record. They don't need to ask - they have the legal right to just do it. However it is good if they advise the Chair or Clerk ahead of

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Signed: .....  
Chair

Date .....

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the meeting that this is what they intend doing. It was decided that it was not necessary to add anything to the agenda or notices.

### 6) Planning

- a) Applications received from the District Council since the last meeting for consideration: none.
- b) Decisions made by North Norfolk District Council
  - i) PF/19/1786: Conversion of barn to day care centre (Class D1) at **Blue Tile Farm**, 68 Fulmodeston Road. Awaiting decision.

### 7) Highways

- a) Items to report
  - i) Markers on s bend on Melton Road need to be replaced
  - ii) Flooding
    - (1) opposite the Old Vicarage, Fulmodeston Road
    - (2) at Blue Tile Farm and down Fulmodeston Road
    - (3) ditch needs clearing out beyond the bridge at Beck Farm
    - (4) near the Old Chapel, Foulsham Road
- b) Abandoned vehicle on Foulsham Road in the lay-by beyond Ashcroft Farm (report to NNDC).

### 8) Speed Management

- a) Report on the Speed Indicator Device (SID). No report
- b) It was noted that a couple more volunteers are still required for the Community Speed Watch group.

### 9) Financial Business

- a) Accounts: The balances on bank statements as at 30 December 2019 were confirmed:

Business Bonus	6,200.09
Business Premium	114.35
Community A/C	12,693.83

- b) Receipts: allotment and land rents £848.25; wayleaves £64.62; interest £3.13

- c) Regular payments since previous statement

date	to whom		Details	Amount
10/10/19	E.ON	DD	non-metered supply	101.42
25/09/19	salary and on costs	SOs	salary and on costs	561.10

- d) Payments for approval:

	cheque no	£	p
NPTS (training x 3)	100869	84.00	
Joanna Otte (expenses)	100870	147.33	
Community Heartbeat Trust (defib pads)	100871	87.60	

- e) **Signage to Defibrillator** at the village hall: samples were supplied for approval by the Village Hall.
- f) It was noted that the defibrillator and been used and new defibrillator pads had been ordered. However the small pouch containing scissors, gloves etc has gone missing. T Walsh has been in contact with the Ambulance management but there is no sign of the pouch being returned. The Clerk was asked to follow up.

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- g) It was noted that the Defibrillator and CPR training was very good. It was suggested that another session would be arranged if needed.
- h) **Replica dedication stones** for Methodist Chapel. The Clerk was asked to write to the person who had offered to have them engraved by a mason and ask for the other ones to be returned so that they could be put up in the meantime.

### 10) Data Protection

- a) Report from the Data Protection Working Group (WB, NL MW). Nothing to report
- b) To consider three appendices for the Data Protection Policy
  - i) Retention of Documents
  - ii) Destruction of Records
  - iii) Subject Access Request

It was decided to postpone approval of the appendices until after the training in February.

### 11) Allotments

- a) It was noted that the glass on the allotment had been removed and disposed of. Thanks to T Leeder.
- b) Allotment agreement. It was agreed that a working group of councillors led by the Chair would look at the allotment agreement and propose amendments for approval at a later meeting.

### 12) Recreation Ground and Pavilion

- a) **Playground Safety report**
  - i) Repairs recommended by the annual inspection report from Playsafety completed.
  - ii) It was noted that the webbing on the climbing frame is getting worn and that there is some rust on the basket ball post.
  - iii) The end of the storage container is damaged. Anglian Scottish would provide and deliver a new one of a similar size for £2,000. It was decided that the contents of the container needed to be sorted out before deciding what size storage unit was required.
- b) **Pavilion**
  - i) E.I.C.R from Pegg Electrical Services recommended a number of items which required attention. The Clerk was asked to get a quote for the work (excluding the outside flood-lighting as this was not used at present).
- c) **Fundraising and Social Events**
  - i) **Good Friday Coffee Morning** (Diane Peart)
- d) **Financial Business**
  - i) Receipts since previous statement: bookings £42; interest £1.98
  - ii) Regular payments since last statement: E.ON £23.00
  - iii) Balances as at 6 December 2019: current a/c £904.26 savings a/c £3,968.03.
  - iv) Payments for approval:

Payee	cheque no	£	p
Lisa Chapman (cleaning Nov)	101046	32.00	
Lisa Chapman (cleaning)	101047	46.00	
Pegg Electrical Services (EICR)	101048	135.00	

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- 13) Pocket Parks Plus - wildflower and picnic area on the Recreation Ground
  - a) Ground works, layout, planting: work delayed due to weather and wet ground conditions.
  - b) Picnic tables -recycled plastic.
- 14) Street lighting
  - a) Light outside 33 Fulmodeston Road has been reported. It has an electrical fault which will be repaired by UK Power Networks. It was noted that the light was still not working. The Clerk was asked to follow up.
- 15) Communication with the Community: nothing to report
- 16) Correspondence (if any) - circulated as usual via email
- 17) Items for report or for the next agenda.
- 18) Next Meeting of the Parish Council at 7.30pm on Thursday 20 February 2020 in the Millennium Pavilion, Recreation Ground.

Meeting closed at 8.20 pm