

Hindolveston Parish Council

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To: Wayne Bowditch (Chair), Hazel Carter, Chip Davison, Wayne Jolly, Trevor Leeder, Neil Lewis, Mary Walsh (Vice-Chair)

CC: Vincent FitzPatrick (District Cllr), Steff Aquarone (County Cllr), SNT Fakenham

You are summoned to a Meeting of the Parish Council on Thursday 16 September 2021 at 7.30 pm in the Millennium Pavilion

Signed: (Clerk to the Council)

Date:

Public Forum

Welcome from the Chair

- Members of the public may raise matters of concern and make comments in respect of items on the Agenda before the Parish Council meeting opens.
- Reports from District and County Councillors.

Maximum time for the Public Forum is 15 minutes (subject to the discretion of the Chair).

AGENDA

- 1) Apologies and reasons for absence.
- 2) Declarations of pecuniary interest in any of the agenda items listed below.
- 3) To approve the Minutes of the previous meeting (15 July) for the Chair to sign.
- 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) Highways
 - a) **Items to report:** <https://www.norfolk.gov.uk/roads-and-transport/roads/report-a-problem>
- 6) Planning
 - a) Applications received from the District Council since the last meeting. 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/21/1630: Erection of three timber buildings to provide WC, shower and washing up facilities and installation of septic tank for use in conjunction with the exempted campsite (part retrospective) at **Land West Of Woodlands Cottage Foulsham Road**. Link circulated. Response submitted on 17 August: Hindolveston Parish Council is concerned about the access to the site. Both access points are off a narrow road and one is on a particularly sharp bend.

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- ii) PF/21/2073: Change of use of day care centre (D1) to dwelling, and proposed access at **Blue Tile Farm 68 Fulmodeston Road**. Link circulated. No objection submitted 6 September - response from 5 councillors.
- b) To note decisions made by North Norfolk District Council
 - i) PF/21/1317: Single storey extension to existing garage at **Waterditch House 1 Pinfold Lane**. APPROVED.
- c) Withdrawn applications
 - i) PF/21/1230: Two bed detached dwelling at **Field View The Street**. Withdrawn
- d) Other planning matters
 - i) To consider a request from Ewa Dons of Dons Care Ltd to submit a planning application on behalf of the care home at Holly Cottage to replace the hedge with a 1.8 metre fence. This would prevent recurring problems of hedge obstructing the view of drivers and impeding pedestrians and at this height ensure the safety of the residents in the care home. If the Parish Council submits the planning application on behalf of the care home then the cost is 50% (the owner would cover the costs that the parish council would for it).

7) Telephone Kiosk

8) Allotments

- a) Inspection
- b) Hedges at allotments (Letter re hedge and hollyhocks)

9) Financial Business

- a) Account balances on bank statements as at 27 August 2021

Business Bonus	£6,705.32
Business Premium	£114.44
Current account	£10,185.22

- b) Receipts: none

- c) Regular payments since previous statement

Date	Payee	DD or SO	Details	Amount
1 July	CGM	DD	Grounds maintenance	£236.24
10 July	E.ON	DD	non-metered supply	£49.88
19 July	CGM	DD	Grounds maintenance	£215.23
25 July	salary and on costs	SO	salary and on costs	£353.48
10 August	E.ON	DD	Unmetered supplied	£51.54
25 August	Salary and on costs	SO	Salary and on costs	£353.48

- d) Payments for approval:

Payee	Chq. no.	Amount	Date
North Norfolk District Council (emptying dog bins)	100926	£436.80	16/07/21
Ryan Hubbard (grass cutting at graveyard July)	100927	£140.00	16/07/21
North Norfolk District Council (emptying dog bins extra)	100928	£58.80	10/08/21
Joanna Otte (expenses)	100929	£31.17	
Ryan Hubbard (grass cutting at graveyard August)	100930	£140.00	
PKF Littlejohn LLP (external audit)	100931	£240.00	
Royal British Legion Poppy Appeal (donation for wreath)	100932	£25.00	

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10) External Audit:

- a) The External Audit has been completed. The report from PKF Littlejohn states that: 'On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.'
- b) The relevant documents have been put on the notice board and uploaded to the website as required.

11) Covid-19 Hardship Grant

- a) Total grants made £510 leaving £490 for further grants.

12) Recreation Ground and Pavilion

a) Recreation Ground and Playing Field

i) Annual inspection report: recommendations

- (1) Fence and gate (rotten timber, loose / missing fixtures)
- (2) Bench (rotten timber) - already removed
- (3) Adventure Cube (missing cap, some rotting and split timber, protective surface under bars and rings needs to be in good condition)
- (4) Multiplay (missing cap, rubber edging on slide needs to be replaced, metal posts beginning to corrode)
- (5) Rocker (fixtures loose or missing)
- (6) Seesaw (projecting bolt thread needs to be cut off, filed down, tyre needs to be replaced, repair corrosion, adjust damper)
- (7) Slide (install protective surface on ground)
- (8) Swings (trimmer damage on posts, tighten loose bolts, splits in timber)
- (9) Trim trail (reset loose posts in ground, remove splinters and sand timber)

ii) Quotes

- (1) CN Décor: £9,678.16
- (2) Play Maintain:
- (3) Online Playgrounds:

iii) To note that the adult swing is broken and has been taped off.

iv) Regular check

v) Grounds maintenance: CGM arranged for spraying to be completed at car park and also around the bases of the wooden play equipment. The issue with the bark has been referred to head office.

vi) Litter bin

vii) Tidying up the car park and storage container.

b) Pavilion

- i) Defibrillator and CPR training: 5 October at 7 pm

c) Financial Business

- i) Balances as at 6 August 2021: current account £14,023.46; savings account £10,972.51
- ii) Receipts since 6 June: interest 27p.
- iii) Regular payments since 6 June: E.ON £70; Wave (water) £28.68

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iv) Payments for approval:

Payee	cheque number	amount	Date
Kingfisher Direct Ltd (rubbish bin)	101084	£198.00	23/07/21
Lisa Chapman (cleaning)			

- 13) Street lighting
- 14) Communication with the Community
- 15) Correspondence - circulated as usual via email
 - a) To consider supporting other Norfolk parishes in a campaign for an Offshore Transmission Network (OTN) for offshore wind farms rather than having multiple cable paths across the county and new substations to link up with the National Grid.
- 16) Items for report or for the next agenda.
- 17) Next Meeting at 7.30pm on Thursday 21 October 2021 in the Millennium Pavilion