

## **Hindolveston Parish Council**

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

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 17 March 2022 at 7.30 pm in the Millennium Pavilion**

Signed: ..... (Clerk to the Council)  
Public Forum

Date: .....

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 (20 January - meeting in February was cancelled) 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.
  - a) To note letter of thanks received from Mid Norfolk Foodbank for the donation of £138.09 from the Santa Romp: '....Thank you so much for your recent very generous donation to Mid Norfolk Foodbank. It continues to be a busy season at the Foodbank, with a remarkable 47 tonnes of food donated last year. We fed a total of 2,879 people throughout 2021 from our distribution centres at Dereham, Fakenham and Swaffham. Our volunteers across the centres and in our Dereham warehouse have continued to work throughout the pandemic, despite challenging restrictions and the obvious risks involved. Thank you so much for helping us to keep providing this vital service.'
- 5) **Highways**
  - a) Items to report:
  - b) Update on items already reported
    - i) To note that the locked gate and damage footpath signs are being investigated by the County Council Footpaths Officer.
    - ii) Sewage leaks on Melton Road (reported to Anglian Water and Highways). The latter has programmed works to clean out the ditch. However the problem persists. To consider what further action to take.
- 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/>

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- i) PF/22/0260: Extension to attached garage (retrospective) at **Redoak Cottage 2A The Street**. Link circulated.
- b) To note decisions made by North Norfolk District Council
  - 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 To North Of Ashcroft Farmhouse Foulsham Road**. APPROVED.
  - ii) PF/21/2362: Construction of two storey extension to side of dwelling connecting to existing garage at **Carwood House 59 The St**. APPROVED.
  - iii) PF/21/2073: Change of use of day care centre to dwelling (Use Class C3) and proposed new access at **Blue Tile Farm 68 Fulmodeston Road**. APPROVED.

### 7) Allotments and tenancies

- a) Land at bottom of Rec: To consider asking advice from the Felbeck Trust. It is a small community-based conservation charity (charity no 1168619) which is planning to do some restoration work on the Surveyor's Allotment Gravel Pit.
- b) Amenity land at the Old Chapel, Foulsham Road
  - i) Revision of the rent agreement for the amenity land - progress report
- c) Will the hedges at the Church Lane allotments be cut this winter?

### 8) Defibrillator for Church end of village

- a) A Beneheart Mindray C1A Defibrillator and external heated cabinet with keypad lock has been ordered from London Hearts for £1,241.00.
- b) To arrange for Pegg Electrical to install it - location to be decided with the PCC
- c) To purchase direction signs and to decide with the PCC where they should go.

### 9) Employment

- a) Salary increase for 2021-22: The Local Government Association (LGA) advised the National Association of Local Councils on 1 March that 'Agreement has been reached on the pay award for local government services ('Green Book') employees, covering the period 1 April 2021 to 31 March 2022.' SCP 19: was £13.21 increased to £13.48.
- b) Back pay for 2021-22: Annual Salary + £70.20; Annual Salary less employee's pension contribution + £66.34; Employee's pension contribution + £3.86; Employer's pension contribution + £16.50.
- c) To note that the employer's contribution to the pension increases by 0.5% for 2022-23.
- d) To confirm and sign instructions to the bank to make the necessary changes in monthly payments.

### 10) Financial Business

- a) Account balances on bank statements as at 25 February 2022

Business Bonus	£6,855.66
Business Premium	£114.44
Current account ( <i>incl £2371.98 from Silver Band Trust</i> )	£15,126.87

- b) Receipts: UK Power Networks Wayleaves £65.72.

- c) Regular payments since previous statement

Date	Payee	DD or SO	Details	Amount
5 Jan	CGM	DD	Grounds maintenance	£79.20
25 Jan	salary and on costs	SO	salary and on costs	£353.48

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1 Feb	ICO	DD	Annual fee	£35.00
3 Feb	nPower	DD	Electricity for street lights	91.89
25 Feb	Salary and on costs	SO	Salary and on costs	£353.48

### d) Payments for approval:

Payee	Chq. no.	Amount	date
Joanna Otte (expenses and newsletter Feb)	100948	£59.72	17/02/22
London Hearts	100949	£1,241.00	17/02/22
Joanna Otte (litter grabbers x 8, Hi Vis Vests x 10 from eBay)	100950	£37.94	17/02/22
Joanna Otte (expenses and newsletter including paper £20.60)	100951	£49.76	
Gallagher (insurance broker) annual premium (including LTA for three years)	100953	£1,415.83	
Norfolk Parish Training and Support (annual subs)		£127.50	

### 11) Covid-19 Hardship Grant

- a) Grants made £510 (leaving £490 for further grants). No applications received.

### 12) Covid Memorial Plaque

- a) Has been delivered. To make arrangements to fix it in the bus shelter.

### 13) Recreation Ground and Pavilion

#### a) Recreation Ground and Playing Field

##### i) Regular check

- (1) It was reported that rats had been seen at the Euro Bin.

(a) To note that the Euro Bin at the Pavilion had not been emptied since before the end of October. A missed bin collection was reported at the beginning of February and it has now been emptied. The Euro Bin is scheduled to be emptied every four weeks on Tuesday: next one due on 1 March.

(b) A missing plug in the bin has been replaced. It is hoped that this and the regular emptying will stop the rats returning.

ii) **Grounds maintenance:** CGM The issue with the bark has been referred to head office.

iii) **Mole control:** Acorn Pest & Country Services: work should be completed in the next week.

iv) To note that Norfolk **Trees** East Ltd carried out work on the oaks (clearing ivy, removing significant dead wood and raising crowns) in the hedge and removed two dead alders from the bottom of the playing field.

v) To note that one of the **football light stands** is leaning - propped up by the hedge.

#### b) Pavilion

i) To note that 20 stackable chairs (Harrow Chair, Silver Frame, Navy Shell - wipe clean) were ordered from Trent Furniture unit price £21 (total including P&P £498 + VAT). Delivered on Friday 4 February.

ii) To consider hiring a skip to get rid of the old chairs and other items from the storage container:

(1) Skip 2yd £149.60 - £224.40

(2) Skip 4 yd £173.20 - £279.60

(3) Skip 6 yd £245 - £349

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iii) Lock to the disabled toilet needs to be repaired / replaced.

iv) To consider getting the external windows regularly cleaned.

### c) **Financial Business**

i) Balances as at 4 February 2022: current account £14,686.67; savings account £12,300.29

ii) Regular payments since previous statement: Electricity £70; Water £31.96.

iii) Receipts since previous statement: Omicron Business Support Grant: £2667; bookings £116.

iv) Payments for approval:

Payee	cheque number	Amount	Date
Trent Furniture Ltd	101092	£597.60	24/01/22
Lisa Chapman (cleaning - Jan)	101093	£50.00	17/02/22
Tree Work East Ltd	101094	£1000.00	22/02/22
Tree Work East Ltd	101095	£170.00	22/02/22
Fenland Leisure Products (repairs to playground)	101096	£4,430.83	
Lisa Chapman (cleaning - Feb)			

### 14) **Platinum Jubilee Celebrations 2 - 5 June 2022**

### 15) **Litter Pick**

a) To note that 8 litter grabbers and 10 Hi-Vis vests are available for use by volunteers. Stored in the Pavilion.

b) Thanks to Peter Peloe and volunteers for doing a litter pick on 5 March.

### 16) **Street lighting**

### 17) **Correspondence - circulated as usual via email**

a) To note that the Felbeck Trust is making arrangement with NNDC to restore and manage the Surveyor's Allotment / gravel pit. They want to know if anyone is aware of pre-existing agreements for the use / management of the site.

### 18) **Items for report or for the next agenda.**

### 19) **Next Meeting with Annual Parish Meeting at 7.30pm on Thurs 21 April 2022 in the Millennium Pavilion**