

Hindolveston Parish Council

Clerk: Mrs Joanna Otte tel 01328 822366
Little Manor, Thursford Road, Little Snoring, Fakenham, NR21 0JN
e-mail: hindolvestonpc@googlemail.com
<http://hindolvestonparishcouncil.norfolkparishes.gov.uk/>

Present: Hazel Carter, Chip Davison, Wayne Jolly, Trevor Leeder, Mary Walsh (Vice-Chair)
And one member of the public.

Meeting of the Parish Council on Thursday 17 March 2022 at 7.30 pm in the Millennium Pavilion Public Forum

Welcome from the Vice-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: circulated via email.

MINUTES

- 1) Apologies from Wayne Bowditch (Chair), Neil Lewis, Vincent FitzPatrick (District Cllr), and Steff Aquarone (County Cllr) were accepted.
- 2) Declarations of pecuniary interest in any of the agenda items listed below. None.
- 3) The Minutes of the previous meeting (20 January - meeting in February was cancelled) 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 a letter of thanks had been 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:
 - i) Rusted post on 'Hindolveston' sign on Foulsham Road.
 - b) Update on items already reported
 - i) It was noted that the locked gate and damage footpath signs at Tipples Farm have been 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. It was decided to inform the Environment Agency and request that the required action is taken to clean out the ditch and keep it clear.
- 6) **Planning**
 - a) Applications received from the District Council since the last meeting.
 - i) PF/22/0260: Extension to attached garage (retrospective) at **Redoak Cottage 2A The Street**. Link circulated. No comment.
 - ii) PF/22/0600: Improvements to site access to serve dwellings approved under planning permission ref. nos. PF/20/1782 and PU/20/1780 at **Church Farm Barns Church Lane**. Link circulated 14 March. No objection.

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Signed:
Chair

Date:

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b) 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: It was agreed to ask for advice from the Felbeck Trust - 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: awaiting information.
 - i) Revision of the rent agreement for the amenity land.
- c) It was confirmed that the hedges at the Church Lane allotments had been 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) It was agreed to arrange for Pegg Electrical to install it - location to be decided with the PCC.
- c) It was agreed to purchase direction signs and to decide with the PCC where they should be placed.

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) It was noted that the employer's contribution to increases by 0.5% for 2022-23.
- d) The instructions to the bank to make the necessary changes in monthly payments was approved and signed.

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 |
| 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 |

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d) The following payments were approved:

| 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) It was noted that the plaque had been delivered. It would be fixed 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.

(2) Stones had been left by the see saw following the repairs.

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

iii) Wildflower area had not been cut back. It was suggested that a local landscaper, Ben Catt who is branching out in to grounds maintenance might be able to provide the care required. The Clerk would ask him to contact the Vice-Chair if he was interested.

iv) It was noted that James Jackson had offered to cut the playground.

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

vi) It was noted 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.

vii) It was noted that one of the **football light stand** was leaning - propped up by the hedge. Trevor would remove it when the ground conditions improved.

b) Pavilion

i) It was noted 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) It was agreed to give the old chairs to the Church following their request (so it was not necessary to hire a skip)

iii) Wayne Jolly offered to repair / replace the lock to the disabled toilet.

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- iv) It was agreed to ask Gary Wright to clean the external windows on a regular basis (approx. every six weeks).
- v) It was agreed to shampoo the carpet (Wayne Jolly would lend his Vac).

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) The following payments were approved:

| 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) | 101097 | £40.00 | |

14) Platinum Jubilee Celebrations 2 - 5 June 2022

- a) The Vice-Chair reported a very good turn out for the meeting to discuss plans (25 in attendance include three from the Parish Council). A further meeting was scheduled. Plans so far include a Quiz Night with Bar at the Village Hall on Friday 3 June. A Children's Tea Party and refreshments on Saturday 4 June followed in the evening with a bar and 1950s music. On Sunday 5 June there would be a Sports Afternoon on the Rec with hot dogs (with a veggie option). Other activities included a bunting-making workshop.
- b) It was agreed that the Parish Council would pay for the refreshments for the Tea Party, subsidise the hot dogs and send out balloons with the newsletter.

15) Litter Pick

- a) It was noted that 8 litter grabbers and 10 Hi-Vis vests had been purchased and were 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 nothing to report.

17) Correspondence - circulated as usual via email

- a) It was noted that the Felbeck Trust was 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