

Hindolveston Parish Council

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To: Hazel Carter, Wayne Jolly, Trevor Leeder (Vice-Chair), Mary Walsh (Chair)
And John Senior, Liz Vickers, Austen Wiles
CC: Vincent FitzPatrick (District Cllr), Steff Aquarone (County Cllr), SNT Fakenham

You are summoned to a Meeting of the Parish Council on Thursday 15 September 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 (28 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) Co-options
 - a) To consider co-opting to fill the three vacancies
 - i) New councillors to complete a declaration of acceptance of office
- 6) Highways
 - a) Items to report:
- 7) SID speed indicator device
 - a) To appoint a new manager
- 8) 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/22/1800 & LA/22/1801: Alterations and extensions to farm house and modifications to detached coach house to create games room & study / gym at **Beck Farmhouse 123 The Street**. Link circulated. No objection submitted 7 Sept.

Hindolveston Parish Council

ii) PF/22/1829: Conversion of Barn 7 from agricultural barn to dwelling and associated external works at **Agricultural Barns Church Lane**. Link circulated. No objection submitted 7 Sept.

iii) PF/22/1834: Conversion of Barn 6 from agricultural barn to dwelling and associated external works at **Agricultural Barns Church Lane**. Link circulated. No objection submitted 7 Sept.

b) To note decisions made by North Norfolk District Council

i) RV/22/1433: Variation of condition 2 (approved plans) of planning permission PF/19/0765 (Demolition of existing dwelling and replacement with two-storey detached dwelling with rear first floor balcony and attached double garage) to include installation of an air source heat pump at **Manton Grange 113 The Street**. APPROVED.

ii) PF/22/1506: Removal of conservatory and erection of single-storey flat-roofed rear extension; two first floor extensions with flat-roofed connection; Conversion of outbuilding to ancillary living space; Erection of flat-roofed glazed link extension; Replacement of existing roof tiles; Erection of front porch at **27 Melton Road**. APPROVED.

9) Allotments and tenancies

a) Old Chapel Tenancy

i) To consider a request to review the regular increase in rent.

b) Land at bottom of Rec.

i) Successful application to *Norfolk County Council 1 Million Trees* for a bundle of 20 with a 50% subsidy: including spindle, crab apple, cherry plum, hazel, oak with protection guards £21.17 + VAT. Collection in February from Sculthorpe Moor.

c) Allotment inspection and hedges

i) To consider introducing a ban on all burning during the summer months in the light of the probable increases in high temperatures / heatwaves. This would minimise the risk of fire damage to properties in the vicinity of the allotments and also stop smoke blowing in to open windows and onto laundry.

ii) Inspection:

10) Maintenance

a) Following the annual inspection of assets the following has been noted

i) Bench near the village sign (Church Lane / The Street) needs to be repainted.

ii) Ivy at the base of street lights numbers 14 and 10 (needs photos and addresses!)

11) Defibrillator for Church end of village

12) Book Exchange

13) Street lighting

14) Financial Business

a) Signatories on bank accounts

Hindolveston Parish Council

b) Account balances on bank statements as at 30 August 2022

Business Bonus	£7,006.35
Business Premium	£114.45
Current account (<i>incl £2371.98 from Silver Band Trust</i>)	£14,456.68

c) Receipts: HMRC VAT refund: £1,407.68

d) Regular payments: CGM £462.80; electricity (street lights) £125.71, salary and on costs;

e) Payments for approval:

Payee	Chq. No.	Amount
Joanna Otte (expenses and trees)	100968	£66.75
Walsingham Parish Council (photocopying newsletter Aug & Sept)	100969	£20.00
Ryan Hubbard (graveyard grass cutting Aug)	100970	£150.00

15) Covid-19 Hardship Grant

a) Grants made £590 (leaving £410 for further grants).

16) Recreation Ground and Pavilion

a) Recreation Ground and Playing Field

i) Regular check

(1) bench

ii) Annual Inspection from Play Safety

(1) Fence: repair / replace

(2) A few caps missing on monkey bars, slide platform - replace

(3) Projecting bolt thread on sea saw - cut off and file down to remove sharp edges

iii) CGM grounds maintenance:

(1) The issue with the bark has been referred to head office.

(2) Grass cutting is twice a month.

(3) To consider alternative contracts.

iv) Removal and replacement of storage container

b) Pavilion

c) Financial Business

i) Balances as at 5 Aug 2022: current account £6,359.62 savings account £12,301.53

ii) Regular payments since previous statement: electricity £35.00; water £29.11

iii) Receipts since previous statement: none

iv) Payments for approval:

Payee	cheque number	Amount
Walsingham Parish Council (correction: £144.05 paid into Rec Grd account in error on 8/6/22)	101120	£144.05
Lisa Chapman (cleaning - July & Aug)		

17) Correspondence - circulated as usual via email

a) External Audit: Under the Local Audit (Smaller Authorities) Regulations 2015, SAAA is responsible for appointing external auditors to all applicable opted-in smaller authorities, for setting the terms of appointment for limited assurance reviews and for managing the contracts with the appointed audit firms. Smaller authorities are those whose gross annual income or expenditure is **less than £6.5 million**. The next 5-year

Hindolveston Parish Council

appointing period runs from 2022-23 until 2026-27 and SAAA has undertaken a procurement exercise to appoint auditors to each County area from 1 April 2022. Now that the submission deadline for the 2021-22 Annual Governance and Accountability Returns has passed, this is to advise you of the option to opt-out of the next round of 5-year audit appointments. **All authorities require an appointed external auditor** even if the authority meets the criteria to qualify for exemption, as a Certificate of Exemption is required to be submitted to the external auditor and the auditor must be in place in case of objections from local electors. During the previous 5-year period **all** smaller authorities were 'opted-in' to the central procurement regime managed by SAAA - no authority decided to 'opt-out' and follow the various complex procedures required under statute to appoint their own external auditor. **If you wish to continue as part of the SAAA sector led auditor appointment regime then no action is required, you will remain part of central scheme.**

- 18) Items for report or for the next agenda.
- 19) Next Meeting of the Parish Council at 7.30pm on Thurs 20 October 2022 in the Millennium Pavilion