

## **Hindolveston Parish Council**

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

To: Hazel Carter, Claire Chapman, Wayne Jolly, Trevor Leeder (Vice-Chair), John Senior, Liz Vickers, Mary Walsh (Chair),  
CC: Mike Hankins (District Cllr), Steff Aquarone (County Cllr), SNT Fakenham

### **You are summoned to a Meeting of the Parish Council on Thursday 16 November 2023 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 (19 Oct) 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) Letters of thanks for donations received from Citizens Advice, Tapping House and the Air Ambulance.
- 5) **Highways:** <https://www.norfolk.gov.uk/roads-and-transport/roads/report-a-problem>
  - a) Items to report
  - b) Flooding across The Street at Beck Farm - request for highway drains to be properly cleaned.
- 6) Street lighting
- 7) 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) None
  - b) To note decisions made by North Norfolk District Council
    - i) None

## Hindolveston Parish Council

### 8) To consider and set the Budget and Precept for 2024-25

#### a) To review the figures (spreadsheet attached)

Expected bank balance at the end of March 2023 is **£36,372**: of which

£ 410 is the Covid hardship grant

£1,555 is the Defibrillator Fund (£645 was from donations)

£2,372 is the Silver Band Trust Fund

£4,000 is for the MUGA (or other playground equipment)

The remaining £28,514 is reserved funds (as listed)

To note that between March 2020 and May 2021 the Recreation Committee received £29,724 as Covid-19 Business Support grants from the District Council.

To note in this year a grant of £3,500 was received from NNSCF for the fencing and storage shed at the Rec.

Expected payments for 2024-25 are       £17,850

Expected receipts for 2024-25 are       £ 4,455

#### b) To determine whether or not there are any other likely calls on planned expenditure

#### c) To agree the precept for 2024-25:

i) suggested **£13,500** (of an increase of £500 just under 4%)

#### d) To complete the precept form for the District Council.

### 9) Financial Business

#### a) Account balances on bank statements as at 30 October 2023

Business Bonus	£22,455.07
Business Premium	£115.24
Current account ( <i>incl £2371.98 from Silver Band Trust</i> )	£10,044.15

#### b) Receipts: allotment rent £943.34;

#### c) Regular payments: nPower non-metered supply £93.11; salary and on costs.

#### d) Payments for approval:

Payee	Chq. No.	Amount
Joanna Otte (expenses)	101027	£31.91
Walsingham Parish Council (photocopying newsletter Nov)	101028	£11.04
NPTS (training - induction for councillors Jan 11 & 18)	101029	£44.00
R Hubbard (graveyard Aug, Sept, Oct)	101030	£480.00

### 10) Employment

#### a) Salary increase for 2023-24: The Local Government Association (LGA) advised the National Association of Local Councils on 6 November that 'Agreement has been reached on the pay award for local government services ('Green Book') employees, covering the period 1 April 2023 to 31 March 2024.' SCP 19: was £14.48 increased to £15.48.

i) Back pay for 2023-24 April to October: salary + £151.67; Annual Salary less employee's pension contribution + £143.33; Employee's pension contribution + £8.34; Employer's pension contribution + £35.64.

ii) The instructions to the bank to make the back payments and to change the monthly payments to be approved and signed.

### 11) Notice Board

#### a) To note that the door 'fell out' and has been re-instated. To consider if further maintenance is required.

## Hindolveston Parish Council

### 12) Allotments

### 13) Recreation Ground: Nature Reserve, Playground and Pavilion

#### a) Nature Reserve

#### b) Play area

i) Regular check of equipment

ii) To make arrangements for making the concrete base for the storage shed, order and erect the shed.

#### c) Pavilion

#### d) Financial Business

i) Balances as at 6 Oct: current account £4,610.90, savings account £12,386.26

ii) Regular payments: EON Next £35.

iii) Receipts: bookings £37.

iv) Payments for approval:

Payee	cheque no.	Amount
C Davison (hedge cutting)		
R Hubbard (clearing path at Nature Reserve, July)	101154	£75.00
Lisa Chapman (cleaning)	101155	

### 14) War Memorial

a) It has been pointed out that the War Memorial commemorates those who died in WWI and that there is a roll of honour in the church for those who died in WWII. To consider adding the new-found names to the respective places.

b) Quote from MB Howell to clean, repaint names and add additional ones £1800 + VAT

c) To note that the War Memorial Trust requires an initial application to establish if the project is one that it could fund. The full application requires at least two quotes.

### 15) Graveyard

### 16) Correspondence: mail circulated as usual via email

### 17) Items for report from Parish Councillors or for the next agenda.

### 18) Next Meeting the Parish Council at 7.30pm on Thurs 18 January 2024 in the Millennium Pavilion