



HOVETON PARISH COUNCIL

Parish Clerk: Miss Lisa Weller
Email: clerk@hoveton-pc.org.uk Tel: 07572 349600

NOTICE OF MEETING AND SUMMONS TO ATTEND

To – All Members of Hoveton Parish Council (Press and Public Welcome)

Dear Councillor,

You are hereby summoned to attend a meeting of Hoveton Parish Council, in the Jubilee Room at Hoveton Village Hall on **Monday 8th October 2018 at 6.30pm**. The business to be transacted at the meeting is set out below.

A handwritten signature in black ink, appearing to be 'LW', is written over a light blue horizontal line.

Lisa Weller, Clerk to Hoveton Parish Council – Tuesday 2nd October 2018

AGENDA

1. APOLOGIES FOR ABSENCE

To receive, and consider for approval, apologies for absence and reasons given.

2. DECLARATIONS OF INTEREST

Members are reminded to declare personal and/or pecuniary interests in any items on the agenda in accordance with Hoveton Parish Council's Code of Conduct. The Council is asked to consider any requests for dispensation.

3. MINUTES OF PREVIOUS MEETING

To approve and sign the minutes of the meeting held on Wednesday 5th September 2018.

4. PUBLIC FORUM

4.1. To receive a report from the District/County Councillor.

4.2. To receive a police report.

4.3. To receive questions and representations from members of the public relating to local issues. (In line with HPC's standing orders, public participation shall not exceed fifteen minutes unless directed by the Chairman, and each member of the public may speak for a maximum of three minutes.)

5. CLERK'S REPORT

To receive a report from the Parish Clerk outlining actions taken following the meeting of 5th September 2018 and matters arising since the agenda was issued. For information only.

6. MATTERS ARISING FROM PREVIOUS MEETINGS

For information only. Updates from the general actions list arising from previous meetings of Hoveton Parish Council (HPC).

7. PLANNING

- 7.1. To consider planning applications received for comment since 2nd October 2018, if any (no new applications received before the agenda was issued).
- 7.2. To note a planning application consultation response submitted by the Parish Clerk, as per HPC's Planning Protocol – BA/2018/0325/FUL – Viewing platform; Hoveton Great Broad, Lower Street, Hoveton. **NO OBJECTION.**
- 7.3. To receive notification of planning decisions. (Planning Decisions List, Circulated)
- 7.4. To note two Tree Preservation Orders, confirmed without modification:
 - 7.4a. BA/2018/0003/TPO – Car Park Adj Station Cottages, Station Road, Hoveton.
 - 7.4b. BA/2018/0017/TPO – Bureside Lodge, 3 Bure Court, Marsh Road, Hoveton.
- 7.5. The Broads Centre. Landscaping improvements for the precinct and Granary Staithe.
- 7.6. Planning correspondence received/sent since 2nd October 2018. For information only.

8. FINANCE

- 8.1. To consider the monthly Budget Monitoring Statement.
- 8.2. To review and approve items of expenditure. (Schedule of Payments, Circulated)
- 8.3. To note the receipt of Precept (£23,547.00) and Grant Support (£1,451.00) from North Norfolk District Council. Total amount received = £24,998.00.
- 8.4. To receive, approve and sign a bank reconciliation prepared by the RFO for the period 1st July 2018 to 30th September 2018.
- 8.5. To note a completed VAT reclaim for the period 1st April 2018 to 30th September 2018.
- 8.6. To conduct a six-month budget review.
- 8.7. To consider a funding request from Wroxham-Hoveton-Belaugh Voluntary Community Care.

9. HIGHWAYS AND ROAD SAFETY

- 9.1. Highways and drains maintenance requests. *Cllr A Howe*
- 9.2. To consider a request from Norfolk County Council regarding the erection of signposts for public footpaths.
- 9.3. To consider a request for a replacement bus stop (and new bus shelter) at the Horning Road/Palmers Lane junction.

10. GRANARY STAITHE – UPDATE *Cllr P Howe*

11. RIVERSIDE PARK AND POCKET PARK

- 11.1. Riverside Park/Pocket Park update. *Cllr C Marshall & Cllr P Howe*
- 11.2. Community Payback maintenance work (9th to 12th October 2018). *Cllr C Marshall*

12. SERVICES AND AMENITIES

- 12.1. Benches and picnic tables (ownership and maintenance). *Cllr A Howe*
- 12.2. Public litter bins (ownership and maintenance). *Cllr A Howe*
- 12.3. Grit bins. To consider provision for winter season/ownership of grit bins.
- 12.4. Flower beds (planting and maintenance for 2019/2020 season):
 - 12.4a. To consider feedback and proposals from North Norfolk District Council.
 - 12.4b. To consider suggested planting plan prepared by HPC's volunteer.

13. CORRESPONDENCE

- 13.1. Parishioner email. To consider request for speed monitoring on Horning Road.
- 13.2. Norfolk Against Scams Partnership. To consider joining this Partnership.
- 13.3. The Broads Society. Invitation for HPC to become a member (£16 per annum).
- 13.4. NNDC Centenary of WW1 Armistice letter. Invitation to sow Flanders Poppy Seeds.
- 13.5. Correspondence to be noted (for information only):
 - 13.5a. Parishioner email. Tommy silhouette. Response sent by Clerk.
 - 13.5b. WW1 commemorations – Lions Club correspondence.
 - 13.5c. Granary Staithe fence query. Response sent by Cllr Richmond.
- 13.6. Correspondence received or sent since 2nd October 2018. For information only.

14. COMMUNICATIONS

- 14.1. Launch of HPC Facebook page and redesigned HPC website. *Clerk*
- 14.2. To consider appointing Cllr Alex Howe as a backup administrator/moderator for HPC's website and Facebook page.

15. ITEMS FOR CONSIDERATION AND DECISION

- 15.1. Christmas Tree 2018. To make plans/consider proposals.
- 15.2. Transforming Our Children's Centres consultation. To consider response/actions to be taken. Deadline 12th November 2018.
- 15.3. To consider items for inclusion in The Bridge magazine (November edition).

16. ITEMS FOR NEXT AGENDA – WEDNESDAY 7TH NOVEMBER 2018