



HOVETON PARISH COUNCIL

Parish Clerk: Miss Lisa Weller
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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 **Wednesday 7th November 2018 at 6.30pm**. The business to be transacted at the meeting is set out below.

Lisa Weller, Clerk to Hoveton Parish Council – Thursday 1st November 2018

AGENDA

1. APOLOGIES FOR ABSENCE

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

2. CO-OPTIONS

To consider an application for co-option to Hoveton Parish Council and to agree and resolve appropriately.

3. 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.

4. MINUTES OF PREVIOUS MEETING

To approve and sign the minutes of the meeting held on Monday 8th October 2018.

5. PUBLIC FORUM

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

5.2. To receive a police report.

5.3. 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.)

6. CLERK'S REPORT

To receive a report from the Parish Clerk outlining actions taken following the meeting of 8th October 2018 and matters arising since the agenda was issued. For information only.

7. MATTERS ARISING FROM PREVIOUS MEETINGS

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

8. PLANNING

8.1. To consider planning applications received for comment:

8.1a. PF/18/1975 – Variation of condition 2 of planning permission ref: PF/17/1999 to revise design of garage. 50 Waveney Drive, Hoveton.

8.1b. Planning applications received since 1st November 2018.

8.2. To note planning application consultation responses submitted by the Parish Clerk, as per HPC's Planning Protocol (all responses still to be decided at the time agenda was issued):

8.2a. BA/2018/0349/FUL – Demolition of existing building and erection of a mixed-use development comprising retail units at the ground floor and residential accommodation on the upper floors including associated external works with provision for car parking. Former Waterside Rooms Site, Station Road.

8.2b. BA/2018/0386/FUL – Change of shop fronts to modernise appearance and change of use from A1 retail to A3 café/restaurants. 6 Riverside Centre, Norwich Road, Hoveton.

8.2c. PF/18/1848 – Single storey extension to side/rear and replacement roof to allow for accommodation with the roof space. Flamingo Cottage, 15 Church Road.

8.2d. BA/2018/0325/FUL – revised application; amended site location plan – Viewing platform. Hoveton Great Broad, Lower Street, Hoveton.

8.3. To receive notification of planning decisions. (Planning Decisions List, Circulated)

8.4. The Broads Centre – landscaping improvements for the precinct and Granary Staithe.

8.5. To receive feedback from North Norfolk District Council's Local Plan update event.

8.6. Planning correspondence received since 1st November 2018. For information only.

9. FINANCE

9.1. To consider the monthly Budget Monitoring Statement.

9.2. To review and approve items of expenditure. (Schedule of Payments, Circulated)

9.3. To note the receipt of £1,039.22 from HM Revenue & Customs via direct credit on 22nd October 2018 – VAT reclaim/repayment (1st April 2018 to 30th September 2018).

9.4. To note an email from North Norfolk District Council regarding the parish precept/local council tax support scheme grant for 2019/2020.

9.5. To review the preparation of the HPC budget for the year 2019/2020.

9.6. To consider a funding request from North Norfolk Community Transport.

9.7. To consider a quotation for remedial work to the 'Old Mill' ramp (£97.00).

10. HIGHWAYS AND ROAD SAFETY

- 10.1. Highways and drains maintenance requests. *Cllr A Howe*
- 10.2. SAM2 and Community Speed Watch update. *Cllr M Richmond*
- 10.3. Replacement bus stops for Horning Road/Palmers Lane junction. *Clerk*
- 10.4. Village centre sign post project:
 - 10.4a. To consider Norfolk County Council quote for installation of sign post (£372.89).
 - 10.4b. To agree revised cost of sign post plus installation as £1,021.89 + VAT.
 - 10.4c. To consider submitting a bid for 'parish partnership funding' (50%) for sign post. Deadline 7th December 2018.
 - 10.4d. To note request made to Bure Valley Railway for donation towards cost.

11. GRANARY STAITHE

- 11.1. Granary Staithe update. *Cllr P Howe*
- 11.2. Granary Staithe Charity Day update. *Cllr P Howe*

12. RIVERSIDE PARK AND POCKET PARK

- 12.1. Riverside Park/Pocket Park update. *Cllr C Marshall & Cllr P Howe*
- 12.2. Community Payback Unit. Update on further work. *Cllr C Marshall*

13. SERVICES AND AMENITIES

- 13.1. Replacement/repair of benches. *Cllr P Howe*
- 13.2. Public litter bins (ownership/maintenance). *Cllr A Howe*
- 13.3. Grit bins. To consider provision for winter season/ownership of grit bins.
- 13.4. Flower beds. Planting/maintenance for 2019/20 season.
- 13.5. Station Road public toilets. Update from NNDC Maintenance Team.

14. CORRESPONDENCE

- 14.1. Parishioner message. To consider concerns raised about parking in Blofeld Loke.
- 14.2. Tommy silhouette. To consider further request from Wroxham & Hoveton Lions Club.
- 14.3. The Broads Society. Invitation for HPC to become a member (£16 per annum).
- 14.4. Correspondence received or sent since 1st November 2018. For information only.

15. REPORTS AND UPDATES

- 15.1. Hoveton & Wroxham railway station signage project. *Cllr P Howe*
- 15.2. Footbridge across main road to Bure Valley Railway. *Cllr P Howe*
- 15.3. Brook Park (progress of outstanding work).
- 15.4. Wroxham and Hoveton Joint Action Group. *Cllr M Richmond*

16. ITEMS FOR CONSIDERATION AND DECISION

- 16.1. Hoveton Great Broad site visit. To arrange date.
- 16.2. Poorly-lit footpath outside railway station. To consider options for improvement.
- 16.3. Christmas tree project 2018. To review plans and costs.
- 16.4. Transforming Our Children's Centres consultation. To consider response.
- 16.5. Parish Plan. To consider next steps in the preparation of a new Parish Plan.
- 16.6. To consider a draft 2019 HPC monthly meeting dates schedule.

- 16.7. To consider the Clerk's request to take annual leave – Monday 17th December 2018 to Tuesday 1st January 2019 inclusive.
- 16.8. To consider items for inclusion in The Bridge magazine (December edition).

17. ITEMS FOR NEXT AGENDA – MONDAY 3rd DECEMBER 2018