

HOVETON PARISH COUNCIL

Minutes of the Hoveton Parish Council Meeting held on 3rd August 2015 at Hoveton Hoveton Village Hall

Present: Councillor M. Richmond (Chair of the Meeting).
Councillor P. Howe.
Councillor Mrs A. Howe.
Councillor C. Robb.
Councillor Mrs J. Gourlay.
Councillor C. Marshall.

Officer: Clive Gardner – Clerk.

Visitors in Attendance: 8 members of the Public.
Councillor N. Dixon (District and County Councillor).

1. APOLOGIES FOR ABSENCE RESIGNATIONS AND CO-OPTIONS

- 1.1 There were no apologies.
- 1.2 There were no co-options.
- 1.3 There were no resignations.

2. OTHER MATTERS

- 2.1 There were no questions of the Clerk.
- 2.2 The Clerk reported as follows:
 - The Clerk had not received a response to his enquiry as to whether Norfolk Link was still being supplied to the Council by NALC. He agreed to find out.
 - He confirmed that the applications for the Right to Bid in respect of the Village Hall and Granary Staithe had been submitted and acknowledged by North Norfolk District Council.
 - He reminded the meeting that the Wherry Albion would be at Granary Staithe 3/4 August 2015.

3. DECLARATIONS OF INTEREST

Councillors P. Howe and Mrs A. Howe declared that they were owners and occupiers of a property nearby to one of the parcels of land the subject of the pre-planning consultation under item 9 on Littlewood Lane. It was confirmed by the meeting that this should not disqualify them speaking on this item.

4. MINUTES OF THE PREVIOUS MEETING

The minutes of the Parish Council meeting held on the 6th July 2015 were **AGREED** and **APPROVED**. The minutes were signed by Councillor M. Richmond.

5. PUBLIC SPEAKING

- 5.1 See addendum.
- 5.2 See addendum.
- 5.3 See addendum.

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6. ACTIONS

The actions lists arising from previous meetings were considered and updated.

7. CORRESPONDENCE

7.1 Correspondence received and to be discussed.

7.1.1 An email from Laurence Whitbread dated 17th July 2015 regarding the condition of the footpath on the Village Green Hoveton was noted.

7.1.2 An email from Patrick Donagh Bridge Maintenance Norfolk County Council (NCC) dated 6th July 2015 regarding an incident that occurred at Granary Staithe was noted.

7.1.3 A run of emails of various dates regarding parking on Tunstead Road Hoveton between the Clerk, Andy Ayton and PCSO Laura Bennett were discussed. Councillor M. Richmond agreed to respond.

7.1.4 An email dated 1st July 2015 from Simon Briggs Highways and Transport NCC regarding speeding on Tunstead Road Hoveton. Councillor C. Robb agreed to respond.

7.1.5 An email from Zoe Tebutt Landscape and Green Infrastructure Officer NCC regarding the maintenance of the vegetation at Granary Staithe was discussed. Councillor P. Howe stated that this area still looked scruffy. The Clerk was asked to arrange a meeting with Zoe Tebutt at Granary Staithe.

7.1.6 An email from Kayleigh Wood Planning Officer Broads Authority (BA) regarding ice cream premises at the corner of Norwich Road and the Precinct Hoveton was noted.

7.1.7 A poster regarding Norman Lamb's Annual Village Tour proposed for 1st September 2015 10 a.m. Community Centre Car Park Stalham Road Hoveton was noted.

7.1.8 A letter from the Chair of Coltishall Parish Council dated 14th July 2015 regarding the funding of a Police Community Support Officer was discussed and it was decided not to accede to this request. The Clerk was asked to respond.

7.1.9 An email from Sonia Shuter dated 16th July 2015 regarding Information and Advice Services in North Norfolk was noted.

7.1.10 An email from R. Rought dated 12th July 2015 regarding parking on Brimbelow Road Hoveton was noted. It was remarked that some of this parking might arise as a result of car parking to access the rear entrance to St. John's School. The Clerk was asked to respond.

7.1.11 The contents of a note of a conversation between the Clerk and Mrs Goodhew regarding the provision of an additional bus stop on Tunstead Road Hoveton was discussed. It was thought that no buses travelled along Tunstead Road and Dial a Bus maybe more appropriate. The Clerk to respond.

7.1.12 There was no correspondence received since 24th July 2015.

7.2 There was no correspondence sent and discussed.

FINANCIAL MATTERS

8.1 Payments were **AGREED** and **RESOLVED** as follows:

8.1.1 The Clerk's pay and expenses for the period July 2015 comprising pay for the month £559.17, mileage £8.96, postage £10.70, Payment of pay to be made less any tax and National Insurance Contributions. Total Payment.

£ 578.83

8.1.2 Litterpicker Wages

£ 314.00

8.1.3 NNDC for the cost of emptying dog bins. Inclusive of VAT.

£ 655.20

8.1.4 A payment to the Clerk of a tax rebate in the sum of £828.43 for overpaid tax was **AGREED** and **RESOLVED** to be paid upon Councillor M. Richmond being satisfied that the payment was properly due to be paid.

8.2 Other Financial Matters.

8.2.1 The meeting of the Financial Working Group was decided to bring back to the September meeting.

8.2.2 It was **AGREED** and **RESOLVED** to make a payment of £200.00 to Hang Loose (Hoveton Youth Club).

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8.3 The following request for payment received since 24th July 2015 was **AGREED** and **RESOLVED** to be paid:

8.3.1 To pay Thinking Rural for payroll services

£ 12.00

9. PLANNING

9.1 PLANNING APPLICATIONS

9.1.1 Planning Application (NNDC) PO/15/0539 Erection of 32 residential dwellings land to the north of Tilia Business Park Tunstead Lane Hoveton. No objection.

9.1.2 Planning Application (NNDC) PF/15/0536 Demolition of existing redundant building and erection of extension to existing manufacturing facility, construction of new road and creation of new site junction onto B1354 (Horning Road West) Tilia Park, Tunstead Road Hoveton. No objection.

9.1.3 Planning Application (BA) 2015/0244/COND Removal of condition 5 from planning permission BA 2015/0244/FUL Barnes Brinkcraft, formerly Moore and Co, Staitheway Road Wroxham. No objection.

9.1.4 Planning Application (NNDC) PF/15/0825 Variation of conditions 2,3,4, and 6 of planning permission 13/0146 to allow phased implementation Bewilderwood, Horning Road, Hoveton. No objection.

9.1.5 The practicality of putting in place a Neighborhood Plan pursuant to the Localism Act 2011 and the Town and Country Planning Act 1990 was considered. Councillor C. Robb agreed to contact Mark Ashwell at NNDC regarding advice on the matter.

9.1.6 An email from Julian Wells of FW Properties dated 24th July 2015 regarding proposed planning applications in Hoveton was noted. The Clerk was asked to respond to Julian Wells of FW Properties.

9.1.7 The following planning applications received since 24th July 2015 were considered:

9.1.7.1 Planning Application (BA) 2015/0256/COND Variation of condition 3 of Planning Permission 2005/0614 to allow use of previously approved holiday homes throughout the year Daisy Broad, The Rhond, Hoveton. No objection.

9.1.7.2 Planning Application (NNDC) PF/15/1046 Erection of extension to Police Station 12 Stalham Road Hoveton. No objection.

9.2 PLANNING DECISIONS and APPEALS

9.2.1 Planning Decision (Approved) (NNDC) PF/15/0654 Erection of replacement single storey rear extension and installation of 2 velux windows to roof slope on west elevation. Meadow Song 13 Two Saints Close Hoveton. Noted.

9.2.2 Planning Decision (Approved) (BA) 2015/0139/HOUSEH Proposed demolition of garage and proposed alterations and extension of property in place of garage. Sunny Waters, Meadow Drive, Hoveton. Noted.

9.2.3 There were no planning decisions/appeals received since 24th July 2015.

10. GRANARY STAITHE, RIVERSIDE PARK AND POCKET PARK

10.1 GRANARY STAITHE

10.1.1 Councillor P. Howe reported that the safety tape had been applied to the quay heading at Granary Staithe. The tarmac path had been constructed. The trip hazards on the Staithe have been addressed. The "trip hazards" on the quay heading, in his opinion, are not matters of concern and only need addressing in the long term. A bench was damaged by Wroxham Builders and they are repairing it. A map has been put up sponsored by Wroxham Miniature World. The kiosk selling doughnuts and coffee has opened with access over Hoveton Parish Land. Councillor M. Richmond agreed to speak to Malcolm Grey.

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10.1.2 A report from the Clerk regarding land ownership at Granary Staithe was noted. The Clerk was asked to write to Norfolk County Council (NCC) regarding opening negotiations over asking NCC to accept responsibility for the damage being caused by the foundations of the footbridge.

10.1.3 Councillor Mrs A Howe remarked that Granary Staithe was looking much more tidy and litter free. She reported that NNDC were now having discussions with local traders over various options (including enforcement) regarding litter deriving from takeaway food outlets.

10.1.4 There no other matters in relation to Granary Staithe.

10.2 Riverside Park and Pocket Park.

10.2.1 There was nothing to report on Riverside Park and Pocket Park.

10.3 Brook Park

10.3.1 Councillor C. Robb reported that it had been agreed with Persimmon Homes that they would now undertake a number of outstanding works at Brook Park.

11. MISCELLANEOUS

11.1 It was noted that Councillor M. Richmond was pursuing a solution to the grass cutting issue.

11.2 It was **AGREED** and **RESOLVED** to adopt the draft co-options policy.

11.3 An email from Henry Meiklejohn dated 23rd July 2015 was considered and it was agreed to arrange a meeting with him for the week commencing 28th September 2015. The Clerk will action this.

11.4 No progress regarding a meeting with John Packman Chief Executive Officer BA regarding Hoveton was reported. Councillor M. Richmond agreed he would action this.

11.5. Councillor Mrs J. Gourlay reported that she currently had no information regarding the advertisement and the state of the roundabout at the junction of Stalham Road and the Brook Park Estate.

11.6 Councillor Mrs A. Howe reported that she had information to confirm that the bench at the bus stop on Stalham Road had originally been installed several years ago by HPC but had subsequently been removed at some stage by persons unknown.

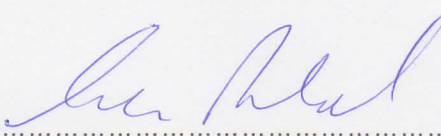

11.7 Councillor P. Howe reported upon progress with regard to the Three Rivers Way with construction likely to commence during the early part of next year.

12. MEMBERS MATTERS

12.1 It was agreed that Councillor Mrs A Howe would place an article in The Bridge regarding the pre-planning consultation under item 9.

12.2 There were no further matters to mention at the next meeting.

The meeting closed at 9.15 pm.

Signed  Date 
Name MAZLIN RICHMOND

HOVETON PARISH COUNCIL

Addendum

5. PUBLIC SPEAKING

5.1 Councillor N Dixon asked that Councillors approve the statement he drafted in support of an application for the NNDC Environmental Awards 2015 in respect of Granary Staithe Hoveton. Councillor M. Richmond confirmed he would circulate the email to Councillors. He also mentioned that he was still experiencing difficulties with Google Drive. In future a copy of the agenda would be emailed out as an attachment and Councillor M. Richmond said he would attend to this for him and Councillor Mrs J. Gourlay.

5.2 The report from the PCSO was read and noted.

5.3.1 Joan Newey's son, Steve, and daughter, Mandy, were present to make themselves known to Councillors. They expressed the wish to provide a bench on Granary Staithe together with a plaque in memory of their mother's considerable contribution to the Village which included 40 years on HPC. It was **AGREED** and **RESOLVED** that HPC would purchase a bench on behalf of Steve and Mandy and that Councillor A. Howe would contact them as soon as the cost was known. Councillor M. Richmond suggested that HPC might contribute a small amount towards the cost.

5.3.2 Karen Lincoln and Paul Keeble offered themselves as prospective Councillors by way of co-option.

5.3.3 Julian Wells of F.W. Properties talked about the proposed planning application for two sites one on Horning Road and the other on Littlewood Lane Hoveton.

5.3.4 Ian Wilson (a local business person) spoke in favour of the development on Littlewood Lane referred to at item 5.3.3.

**The next meeting of Hoveton Parish Council
will be held in the Jubilee Room Hoveton Village Hall
at 6.30pm Monday, 7th September 2015.**

Note: A meeting has been arranged to receive advice over a possible Neighbourhood Plan. The meeting to take place at the Jubilee Room The Village Hall Stalham Road Hoveton Monday 28th September 2015 7p.m.

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