



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 **Monday 1st July 2019 at 6.30pm**. The business to be transacted at the meeting is set out below.

Lisa Weller, Clerk to Hoveton Parish Council – Tuesday 25th June 2019

As per Hoveton Parish Council's Standing Orders, anyone who attends a meeting of the Parish Council is permitted to report on the meeting whilst the meeting is open to the public. However, anyone wishing to do so should first read and note Hoveton Parish Council's Protocol For The Reporting Of Parish Council Meetings, available on the Parish Council's website or directly from the Parish Clerk.

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 Monday 3rd June 2019.

4. PUBLIC FORUM

4.1. To receive reports from District/County Councillors.

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 3rd June 2019 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:

7.1a. ADV/19/0847 – Replacement and new signage located within Roys of Wroxham car park sites including internally illuminated fascia signs and non-illuminated freestanding signs. Forge House, Stalham Road, Hoveton. Deadline 2nd July.

7.1b. PF/19/0320 – Demolition of existing bungalow/erection of new chalet bungalow with detached cart lodge. 23 Stalham Road, Hoveton. Amended application. Deadline 9th July.

7.1c. BA/2019/0189/NONMAT – Change of design/engineering of viewing platform, non-material amendment to permission BA/2018/0325/FUL. Hoveton Great Broad, Lower Street, Hoveton. Deadline 8th July.

7.1d. Planning applications received since 25th June 2019.

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

7.3. North Norfolk First Draft Local Plan consultation – to confirm the submission/receipt of HPC's response.

7.4. Planning correspondence received or sent since 25th June 2019. For information only.

8. FINANCE

8.1. To consider the monthly Budget Monitoring Statement.

8.2. To note the receipt of £200 from Bure Valley Railway via direct credit on 5th June 2019 (donation toward cost of new village signage).

8.3. To receive, approve and sign a bank reconciliation prepared by the RFO for the period 1st April 2019 to 30th June 2019.

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

8.5. To receive confirmation of the receipt of HPC's Annual Governance and Accountability Return for the financial year ended 31st March 2019 by PKF Littlejohn LLP.

8.6. Banking arrangements update. To consider any further actions to be taken.

8.7. Update on delegated service payment for grass cutting (Norfolk County Council). *Clerk*

8.8. To consider quotes for outside gym equipment/disabled playground equipment for the parish of Hoveton (to form the basis of grant applications).

9. HIGHWAYS AND ROAD SAFETY

9.1. Highways and drains maintenance requests update. *Cllr A Howe*

9.2. Highway Rangers visit. To identify maintenance work for attention. Deadline 12th July.

- 9.3. Parking obstructions/illegal parking on Horning Road. To note response from Borough Council of King's Lynn & West Norfolk's Parking Operations team.
- 9.4. SAM2 and Community Speed Watch:
 - 9.4a. To receive updates and to consider any further actions to be taken.
 - 9.4b. To consider quote for converting SAM2 for Bluetooth downloading (£250 +VAT).
- 9.5. Wroxham & Hoveton Network Improvement Strategy update. Traffic survey carried out week beginning 13th May 2019.
- 9.6. Replacement bus stops for Horning Road/Palmers Lane junction – update from NCC.
- 9.7. NCC Parish Partnership Scheme 2020-2021. Invitation to bid. Deadline 6th December.

10. GRANARY STAITHE

- 10.1. Granary Staithe update. *Cllr P Howe*
- 10.2. Millennium Pest Control update/inspection report. To consider any actions to be taken.

11. RIVERSIDE PARK AND POCKET PARK

- 11.1. Riverside Park and Pocket Park update. *Cllr C Marshall & Cllr P Howe*
- 11.2. To discuss maintenance of Riverside Park by the Broads Authority/actions to be taken.
- 11.3. To review updated Tree Condition Report and to consider actions to be taken.

12. CORRESPONDENCE

- 12.1. Bure Valley Railway. Update on Bure Valley Path (Hoveton to Wroxham).
- 12.2. Persimmon. Maintenance of cycle/footway, installation of new play area, weeds (Brook Park).
- 12.3. Correspondence received or sent since 25th June 2019. For information only.

13. ITEMS FOR CONSIDERATION AND DECISION

- 13.1. Lions Club Summer Fete. Sunday 4th August. To consider attendance (£10 per table).
- 13.2. To receive, and consider for approval, the updated Co-options Policy/Co-option Form.
- 13.3. To consider items for inclusion in The Bridge magazine (August edition).

14. ITEMS FOR NEXT AGENDA – WEDNESDAY 31st JULY 2019