



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 2nd September 2019 at 6.30pm**. The business to be transacted at the meeting is set out below.

Lisa Weller, Clerk to Hoveton Parish Council – Tuesday 27th August 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 Wednesday 31st July 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 31st July 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. BA/2019/0248/COND – Change of approved plans and materials, variation of conditions 2 & 3 of permission BA/2018/0325/FUL. Hoveton Great Broad, Lower Street, Hoveton. Deadline 10th September 2019.

7.1b. BA/2019/0261/COND – Change of access and egress requirements, variation of condition 7 of permission BA/2012/0038/FUL. Bewilderwood, Horning Road, Hoveton. Deadline 13th September 2019.

7.1c. Planning applications received since 27th August 2019.

7.2. To note one planning application consultation response submitted by the Parish Clerk, as per HPC's Planning Protocol: BA/2019/0250/HOUSEH – Two storey side, single storey front & rear extensions. 5 Palmers Lane, Hoveton. NO OBJECTION

7.3. PF/18/2202 – Erection of rear single storey extension, creation of front first floor extension, demolish existing garage, erection of garage with annexe accommodation above. Windborne, 21 Stalham Road, Hoveton. Planning appeal decision. Dismissed. For information only.

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

7.5. To consider a request for HPC to apply for planning permission for car boot sales to be held at Hoveton Village Hall.

7.6. Planning correspondence received/sent since 27th August 2019. 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. Grant applications update – North Norfolk Big Society Fund & National Lottery Awards For All.

8.4. To note the completion of the limited assurance review (external audit) for the financial year ended 31st March 2019, and the publication of the 'Notice of Conclusion of Audit' and the audited accounts.

9. HIGHWAYS AND ROAD SAFETY

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

9.2. SAM2 and Community Speed Watch update. *Cllr A Howe*

9.3. Wroxham and Hoveton Network Improvement Strategy. Update from NCC.

- 9.4. Three Rivers Way embankment (Horning Road) update. *Cllr P Howe*
- 9.5. Road surface deterioration on Albion Way. Update from NCC.
- 9.6. Parishioner concerns. Parking congestion on Horning Road West.

10. GRANARY STAITHE

- 10.1. Granary Staithe update. *Cllr P Howe*
- 10.2. Broads Centre/Granary Staithe improvements and outstanding matters. *Cllr P Howe*
- 10.3. Christmas tree and lights. *Cllr P Howe & Cllr A Howe*

11. RIVERSIDE PARK AND POCKET PARK

- 11.1. Riverside Park and Pocket Park update. *Cllr C Marshall & Cllr P Howe*
- 11.2. Hoveton boardwalk project. Update from the Broads Authority.
- 11.3. To consider quotes for Pocket Park tree work.

12. BROOK PARK

To review progress made on list of agreed actions to be taken by Persimmon.

13. SERVICES AND AMENITIES

- 13.1. Replacement of Littlewood Lane and Tunstead Road footpath dog bins with litter bins:
 - 13.1a. To note order placed with Wybone for new bins and to agree cost involved.
 - 13.1b. To consider quotes for removal of old dog bins and concrete posts.
- 13.2. To note concerns raised about fly tipping (Station Road boat bins). Reported to NNDC.
- 13.3. To consider replacement/repair of benches in need of attention.
- 13.4. To consider replacement of the parish noticeboards.
- 13.5. To consider a request to add a 'Boat Trips' finger to new village signpost.
- 13.6. To receive, approve, and sign the amended Memorandum of Understanding between Victory Housing and HPC concerning use of land at Grange Close for the siting of a grit bin.

14. CORRESPONDENCE

- 14.1. Bittern Line Community Rail Partnership. Notice of next meeting (20th September).
- 14.2. Norfolk Citizens Advice. Request for support/funding.
- 14.3. Royal Air Force Benevolent Fund. Raising awareness of reaching out campaign.
- 14.4. Correspondence received/sent since 27th August 2019. For information only.

15. ITEMS FOR CONSIDERATION AND DECISION

- 15.1. To consider items for inclusion in The Bridge magazine (October edition).
- 15.2. To consider passing a resolution that, in accordance with Paragraph 1(2) of The Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for item 15.3 on the grounds that this item involves the likely disclosure of exempt information as defined in the paragraphs of Part 1 of Schedule 12A of the Local Government Act 1972 (as amended).
- 15.3. Parishioner email. Concerns about continuing incidents at Granary Staithe.

16. ITEMS FOR NEXT AGENDA – MONDAY 7th OCTOBER 2019