



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 7th October 2019 at 6.30pm**. The business to be transacted at the meeting is set out below.

Lisa Weller, Clerk to Hoveton Parish Council – Tuesday 1st October 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 2nd September 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 2nd September 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 applications received for comment:

7.1a. BA/2019/0303/FUL – Reconstruction of outboard end of gantry terminus including the installation of two new piles and folded 450mm galvanised steel sheeting with D section rubber fending (retrospective). Barnes Brinkcraft, Riverside Road, Hoveton. Deadline 7th October 2019.

7.1b. BA/2019/0302/TCAA – Works to trees in a conservation area (T1: Alder, pollard to 4 feet; T2: Willow, pollard to 4 feet; T3: Norway Spruce, fell; T4 (group): Alder, crown raise to 4.5m). Broads Reach, Brimbelow Road, Hoveton. Deadline 15th October 2019.

7.1c. Applications received since 1st October 2019.

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

7.3. Application PF/19/0320 – Demolition of existing bungalow and erection of new chalet bungalow with detached cart lodge (23 Stalham Road, Hoveton). Update from NNDC. Changes made to the application. Application approved by NNDC. To consider making further comments.

7.4. Broads Authority planning documents consultation. Deadline 22nd November 2019.

7.5. Planning correspondence received/sent since 1st October 2019. For information only.

8. FINANCE

8.1. To consider the monthly Budget Monitoring Statement.

8.2. To note the receipt of £138.05 from Norfolk County Council (NCC) via direct credit on 26th September 2019 (Parish Partnership Scheme balancing payment 2019/2020; new village signage).

8.3. To note the receipt of Precept (£25,785.00) and Grant Support (£1,321.00) from North Norfolk District Council (NNDC) via direct credit on 30th September 2019. Total amount received = £27,106.00.

8.4. To receive, approve and sign a bank reconciliation prepared by the RFO for the period 1st July 2019 to 30th September 2019.

8.5. To note a completed VAT reclaim for the period 1st April 2019 to 30th September 2019 (VAT to be reclaimed = £1,588.09).

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

8.7. To conduct a six-month budget review.

8.8. To consider the method of preparation of the HPC budget for the year 2020/2021.

9. HIGHWAYS AND ROAD SAFETY

- 9.1. Highways and drains maintenance requests. *Cllr A Howe*
- 9.2. SAM2 and Community Speed Watch update. *Cllr A Howe*
- 9.3. Stalham Road speed limit update. Reduction of 40mph zone to 30mph. *Cllr A Howe*
- 9.4. Speeding and illegal parking on Church Road. *Cllr A Howe*
- 9.5. Three Rivers Way embankment (Horning Road) update. *Cllr P Howe*
- 9.6. Bus stops for Horning Road/Palmers Lane junction. *Clerk*
- 9.7. Wroxham Bridge works. Update from NCC. Works now planned for Jan/Feb 2021.
- 9.8. Parishioner concerns. Absence of double white lines in centre of Wroxham Bridge.

10. GRANARY STAITHE

- 10.1. Granary Staithe update. *Cllr P Howe*
- 10.2. Christmas tree and lights update. *Cllr P Howe & Cllr A Howe*

11. RIVERSIDE PARK AND POCKET PARK

- 11.1. Riverside Park and Pocket Park update. *Cllr P Howe*
- 11.2. Ground clearance and weeding. Community Payback team not available until 2020. To consider next steps.
- 11.3. To consider three quotations for Pocket Park tree work.

12. BROOK PARK

- 12.1. To review progress made on list of agreed actions to be taken by Persimmon.
- 12.2. Provision of public litter bins and emptying arrangements update. *Cllr A Howe*

13. SERVICES AND AMENITIES

- 13.1. Replacement of Littlewood Lane/Tunstead Road dog bins with litter bins. *Cllr A Howe*
- 13.2. Replacement of damaged benches:
 - 13.2a. To note order placed with Glasdon and to agree cost involved (£875.04 + VAT).
 - 13.2b. To consider quotes for removal/installation of benches.
- 13.3. Relocation of Station Road street light. To note update from Chaplin Farrant.
- 13.4. Community flowerbeds project. To consider costs/arrangements to be made for 2020.

14. CORRESPONDENCE

- 14.1. Parishioner concerns. Abandoned shopping trolleys in Blofeld Loke.
- 14.2. The Local Government Boundary Commission. Consultation on division boundaries for Norfolk County Council. Deadline 2nd December 2019.
- 14.3. Norfolk Minerals and Waste Local Plan. Preferred Options Consultation. Deadline 30th October 2019.
- 14.4. Norfolk ALC wellbeing initiative. Seeking volunteer parish councillors.
- 14.5. Defibrillators – suggestion of match funding by NNDC for every parish in North Norfolk (email from prospective parliamentary candidate).
- 14.6. Correspondence received/sent since 1st October 2019. For information only.

15. ITEMS FOR CONSIDERATION AND DECISION

- 15.1. Bittern Line Community Rail Partnership update. *Cllr P Howe & Cllr A Howe*

- 15.2. To consider purchasing The Clerks' Manual 2019 from the SLCC (£47.50).
- 15.3. To consider the Clerk's request to take annual leave – Monday 21st October to Friday 25th October inclusive.
- 15.4. To consider items for inclusion in The Bridge magazine (November edition).

16. ITEMS FOR NEXT AGENDA – MONDAY 4th NOVEMBER 2019