



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 March 2020 at 6.30pm**. The business to be transacted at the meeting is set out below.

Lisa Weller, Clerk to Hoveton Parish Council – Tuesday 25th February 2020

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 February 2020.

4. PUBLIC FORUM

- 4.1. To receive an update from Hoveton and Wroxham Medical Centre (Practice Manager).
- 4.2. To receive reports from District/County Councillors.
- 4.3. To receive a police report.

- 4.4. 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 February 2020 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. PF/20/0334 – Construction of single storey rear extension with flat roof. 16 Waveney Close, Hoveton. Deadline 13th March 2020.
 - 7.1b. BA/2020/0042/CUPA – Notification for Prior Approval for a proposed change of use of a building from Office Use (Class B1(a)) to a single dwellinghouse (Class C3). First Floor, 3 Church Road, Hoveton. Deadline 13th March 2020.
 - 7.1c. Applications received since 25th February 2020.
- 7.2. To note one planning application consultation response submitted by the Parish Clerk, as per HPC's Planning Protocol: BA/2020/0003/FUL – 1) Erection of a 4 x 5m timber decked area & associated additional footpath. 2) Erection of solar panels on existing bird hide. 3) 6 x 6m timber decked area including screening & seating. Hoveton Great Broad, Lower Street, Hoveton. NO OBJECTION
- 7.3. To receive notification of planning decisions. (Planning Decisions List, Circulated)
- 7.4. Application PF/19/1659. Land East of, Tunstead Road, Hoveton (Brook Park Phase II):
 - 7.4a. To note feedback received to date from local residents and neighbouring parish councils.
 - 7.4b. Consultation deadline of 25th March 2020. Request for extension until 8th April submitted to North Norfolk District Council (NNDC). Update from NNDC.
 - 7.4c. To consider any further arrangements to be made for community engagement events due to be held on 4th March (developer exhibition) and 11th March (public meeting hosted by HPC).
- 7.5. PF/17/0043. Car wash/valeting service. Lurista House, Stalham Rd Industrial Estate. Compliance with conditions specified in decision notice. Update. For information only.
- 7.6. Flood Risk Supplementary Planning Document for the Broads consultation (the Broads Authority). Deadline 4th March 2020.
- 7.7. Planning correspondence received/sent since 25th February. 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. To consider the appointment of an Internal Auditor for the financial year 2019/20.

- 8.4. Community Action Norfolk (CAN). Notification of payroll services ending as of 5th April 2020. To consider actions to be taken.
- 8.5. Public Works Loan Board. Change of governance update. For information only.

9. HIGHWAYS AND ROAD SAFETY

- 9.1. Highways and drains maintenance requests update.
- 9.2. Stalham Road pavement/proposed new footway scheme. Update from Norfolk County Council (NCC).
- 9.3. Parishioner concerns. Mud on Horning Road (Three Rivers Way cycleway/footpath).
- 9.4. Three Rivers Way embankment update.
- 9.5. Stalham Road speed limit. Reduction of 40mph zone to 30mph. To consider draft letter to NCC.
- 9.6. Wroxham & Hoveton Network Improvement Strategy. To note response sent to NCC.
- 9.7. Wroxham Bridge proposed works. Update from NCC.
- 9.8. Overhanging foliage. To consider draft letter template.
- 9.9. To consider Tunstead Parish Council's Quiet Lanes Network proposal.

10. SERVICES AND AMENITIES

- 10.1. Grass cutting 2020. To consider response from The Garden Guardian.
- 10.2. Community flowerbeds watering arrangements. To note advice from NNDC.
- 10.3. Victory Housing flowerbed (Stalham Road). To note letter sent to residents/to consider responses received.

11. GRANARY STAITHE – UPDATE

12. RIVERSIDE PARK AND POCKET PARK

- 12.1. Riverside Park and Pocket Park update.
- 12.2. Pocket Park ground clearance/weeding. Request for further work from the Community Payback team. To consider response received/actions to be taken.
- 12.3. Pocket Park tree damage. To consider quotes (if available) and actions to be taken.

13. BROOK PARK

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

14. CORRESPONDENCE

- 14.1. The Local Government Boundary Commission. Consultation on division boundaries for Norfolk County Council – deadline extended to 24th March 2020.
- 14.2. Correspondence received/sent since 25th February 2020. For information only.

15. ITEMS FOR CONSIDERATION AND DECISION

- 15.1. Lions Club Summer Fete. Sunday 2nd August. To consider attendance (£10 per table).
- 15.2. Parish Plan update. To consider actions to be taken.
- 15.3. To consider items for inclusion in The Bridge magazine (April edition).

16. ITEMS FOR NEXT AGENDA – MONDAY 6th APRIL 2020