



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 remote meeting of Hoveton Parish Council (HPC), to be held via Zoom on **Monday 2nd November 2020 at 6.30pm**. The business to be transacted at the meeting is set out in the agenda below.

Lisa Weller, Clerk to Hoveton Parish Council – Tuesday 27th October 2020

ACCESS TO MEETING

Zoom Meeting ID: 929 9583 9858

[Join Zoom Meeting](https://zoom.us/j/92995839858) (https://zoom.us/j/92995839858)

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If joining via telephone, dial the teleconferencing number on your phone, then enter the meeting ID number when prompted using your dialpad.

If you need assistance with accessing this meeting or if you are having any problems logging in, please contact Cllr Martin Richmond on 07944 283307.

ZOOM GUIDANCE

[Getting Started](https://support.zoom.us/hc/en-us/categories/200101697-getting-started) (https://support.zoom.us/hc/en-us/categories/200101697-getting-started)

[Joining A Meeting](https://support.zoom.us/hc/en-us/articles/201362193-joining-a-meeting) (https://support.zoom.us/hc/en-us/articles/201362193-joining-a-meeting)

AGENDA – MONDAY 2nd NOVEMBER 2020

1. ATTENDANCE

To note those present and to consider apologies for absence.

2. DECLARATIONS OF INTEREST

Members are reminded to declare personal and/or pecuniary interests in any items on the agenda in accordance with HPC's Code of Conduct. The Council is asked to consider any requests for dispensation.

3. MINUTES OF PREVIOUS MEETING

To approve the minutes of the HPC meeting held on Monday 5th October 2020.

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

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 HPC.

7. PLANNING

- 7.1. To consider planning applications received for comment:
 - 7.1a. PF/20/1811 – Three bay car port with room within roofspace to front of dwelling. Holmwood, Tunstead Road, Hoveton. Deadline 5th November 2020.
 - 7.1b. BA/2020/0328/HOUSEH – Single storey conservatory/garden room to rear. Suncot, Marsh Road, Hoveton. Deadline 13th November 2020.
 - 7.1c. Applications received since 27th October 2020.
- 7.2. To note one planning application consultation response submitted by the Clerk, as per HPC's Planning Protocol: PF/20/1753 – Single storey side/rear extension. Lauriston, Horning Road West, Hoveton. NO OBJECTION
- 7.3. To receive notification of planning decisions. (Planning Decisions List, Circulated)
- 7.4. Broads Authority consultation. Peat Guide and Residential Moorings Guide. Deadline 20th November 2020 (deferred from 5th October meeting).
- 7.5. Planning correspondence received or sent since 27th October 2020.

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 note a completed VAT reclaim for the period 1st April 2020 to 30th September 2020 (VAT to be reclaimed = £585.51).
- 8.4. To consider a first draft of HPC's budget for the financial year 2021-2022.

9. REPORTS AND UPDATES

- 9.1. Highways and drains maintenance requests. *Cllr A Howe*
- 9.2. Wroxham & Hoveton Network Improvement Strategy. *Cllr Richmond*
- 9.3. Granary Staithe, including pest control contract. *Cllr P Howe*
- 9.4. Riverside Park/Pocket Park, including new waste and recycling facilities. *Cllr P Howe*
- 9.5. Community flowerbeds. *Cllr A Howe*
- 9.6. Wroxham & Hoveton Cycling Hub – further information from Cycling UK. *Cllr P Howe*

10. CORRESPONDENCE

- 10.1. Norfolk County Council annual budget consultation 2021-22. Deadline 14th December.
- 10.2. Norfolk Association of Local Councils email – Norfolk ALC has become a co-operative. To consider nominating a representative to attend Norfolk ALC meetings.
- 10.3. Correspondence received or sent since 27th October 2020. For information only.

11. ITEMS FOR CONSIDERATION AND DECISION

- 11.1. To review the section 106 agreement relating to the development of the land south of Stalham Road Industrial Estate and land at Church Field, and to consider any actions to be taken regarding section 106 contributions.
- 11.2. To consider items for inclusion in The Bridge magazine (December/January edition).

12. ITEMS FOR NEXT MEETING AGENDA – MONDAY 7th DECEMBER 2020

Lisa Weller, Parish Clerk & RFO
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