



Minutes of the Meeting of Hoveton Parish Council Monday 1st February 2021, 6.30pm (Remote Meeting Held Via Zoom)

Present: Cllrs Peter Howe (Chair), Jilly Gourlay, Alex Howe, Gerard Mancini-Boyle (also District Cllr), Christopher Marshall, Russell Reeve, Ann Rogers

In Attendance: Miss Lolly Dawson (Parish Clerk), Councillor Nigel Dixon (District & County Cllr), Tom Gibbs (Police Representative) and one member of the public.

1. ATTENDANCE

All councillors were present.

2. DECLARATIONS OF INTEREST

Cllr Reeve Item 11.1

3. MINUTES OF PREVIOUS MEETING

The minutes of the HPC meeting held on Monday 11th January 2021 were AGREED as a true and correct record and will be signed by the chair in due course.

4. PUBLIC FORUM

4.1. District/County Councillor reports:

4.1a. Cllr Dixon. No further progress regarding the Brook Park Phase 2 planning application. There is a survey on the Broads Authority Website regarding the Broadland Futures Initiative.

4.1b. Cllr Mancini-Boyle. The number of Covid cases in North Norfolk is dropping. Thanks to Hoveton Village Hall for all their work setting up the vaccine centre. Another vaccine centre is opening in North Walsham from 6th February.

4.2. Tom Gibbs, Local Beat Manager. There is a growing issue regarding scams, the newest development is those offering vaccines. Advice is to hang up, delete the email and call the NHS directly. Police are continuing to address covid breaches and are being proactive to prevent unnecessary travel. There is a focus on mental health services in the community. It was AGREED Cllr Rogers would attend the next SNAP meeting.

5. CLERK'S REPORT

None.

6. MATTERS ARISING FROM PREVIOUS MEETINGS

None.

7. PLANNING

7.1. Planning applications received for comment:

7.1a. BA/2020/0448/FUL – Replacement quayheading. NO OBJECTION.

7.1b. BA/2021/0018/HOUSEH – Replacement boathouse & link extension. Concern raised of possible overdevelopment of the site. NO DECISION.

7.1c. PF/21/0165 – Detached domestic outbuilding in rear garden. NO OBJECTION. Comment; to ensure suitable drainage.

7.2. Planning decisions NOTED:

7.2a. BA/2020/0281/HOUSEH Demolish timber boathouse and rebuild. Approved.

7.2b. BA/2020/0419/HOUSEH Demolition of existing garage/store. Approved.

8. FINANCE

8.1. HPC noted the monthly Budget Monitoring Statement. Clerk and Cllrs Reeve & P Howe to review.

8.2. Items of expenditure. HPC AGREED to approve the following payments:

1&1 IONOS Ltd	HPC Email Addresses Monthly Fee	£2.39
Millennium Pest Control Ltd	Pest Control Services, Granary Staithe. February to April 2021.	£144.00
NCC	Refund of unspent delegated service funding for grass cutting 2020	£105.38
Training	Charity Governance Training	£150.00
HMRC	Tax & NIC (December 2020)	£541.03
Norfolk Pension Fund	Workplace Pension Contributions (Dec 2020)	£843.05
Staff Costs	Litter Picker's Wages (Jan 2021)	£306.00*
Staff Costs	Clerk's Wages & Expenses (Jan 2021)	£2,927.26*

*Payment of pay to be made less any tax, national insurance, and workplace pension contributions.

8.3. Request submitted to SLCC for refund/credit of CiLCA registration fees. NOTED.

8.4. Barclays Account 10340456 - It was AGREED that Cllr Mancini-Boyle be added as signatory, Clerk L Dawson to be added as a user on the bank account and Cllr Richmond and previous clerk to have access removed.

9. HIGHWAYS AND ROAD SAFETY

- 9.1. Highways/drains maintenance requests. Recent heavy rainfall has caused some flooding issues particularly along the Hoveton end of Horning Road. Cllr A. Howe is in contact with Highways.
- 9.2. It was RESOLVED up to £50 could be spent towards the purchase of brackets to reposition the SAM2.

10. SERVICES AND AMENITIES

- 10.1. Granary Staithe update. Water levels are high. The stakes left behind after removal of the Christmas tree are being removed. Pest Control is being managed well.
- 10.2. Riverside Park & Pocket Park. Awaiting a quote for the removal of undergrowth between the park and the information centre. Broads Authority project to renovate the Riverside Park is on-going.
- 10.3. Allotments; partnership with Horning Parish Council on-going. Any interest from residents will be reviewed in March meeting.
- 10.4. The community tree planting scheme is on-going. Cllr Rogers and Gourlay will report suggestions for tree locations around Hoveton Village Hall and Cllr Marshall will report suggestions of areas around Pocket Park to Cllr Mancini-Boyle. Next meeting.

Cllr Gourlay left the meeting at 7:51pm

11. CORRESPONDENCE

- 11.1. It was AGREED to sign the Armed Forces Covenant Pledge.

12. ITEMS FOR CONSIDERATION AND DECISION

- 12.1. Cllrs Reeve, P Howe and Marshall were appointed as representatives for the Wroxham and Hoveton Alliance and it was AGREED to go ahead with the initiative.
- 12.2. It was RESOLVED that £15.00 be spent to P.A.T Test the Loan Heater.
- 12.3. The Hoveton Parish Council Facebook page will be managed by the Clerk.
- 12.4. Cllr Reeve and the Clerk will manage any Subject Access Requests, FOIs, SARs and any other data protection matters.
- 12.5. Handover notes were noted.
- 12.6. Cllr A Howe to write the article for The Bridge Magazine (March Edition)

13. ITEMS FOR NEXT MEETING AGENDA – Monday 1st March 2021 – None

The meeting closed at 8.15pm.

Signed.....

Date.....

Name.....

Lolly Dawson, Parish Clerk & RFO
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