



Minutes of the meeting of Hoveton Parish Council Monday 10th January 2022 at 7:15pm Meeting held at Hoveton Village Hall.

Present: Cllrs, Peter Howe (Chair), Alex Howe, Ann Rogers, Russell Reeve, Chris Marshall, Gerrard Mancini-Boyle.

In attendance: Mr Ben Bethell (Parish Clerk)

Members of the Public: Cllr Dixon (from 7.7), and seven members of the public.

1 ATTENDANCE

No apologies were received though it was noted that Cllr Dixon would not arrive until later as he was at a Stalham Town Council meeting.

2 DECLARATIONS OF INTEREST

None

3 MINUTES OF PREVIOUS MEETING AND MATTERS ARISING

The minutes of the full council meeting held on 6th December 2021 were AGREED and signed by the Chair.

It was NOTED that the SAM2 sign had been handed over to the Clerk, and now requires a volunteer to continue with the regular moves and downloads.

4 CO-OPTION OF NEW COUNCILLORS

This item has been left to ensure a focus on new councillors. The Clerk still has one prospective councillor, but more are needed. It was noted that one member of the public present was interested and will email the Clerk.

5 PUBLIC FORUM

5.1 Cllr Dixon gave his report after he arrived at item 8.1. He noted that a meeting was due to take place this week about the ongoing state of the Waterside Rooms. The meeting includes the Parish Council and seeks to resolve the long-standing issue of the vacant building and associated problems.

Cllr Dixon also noted the colour choice of the railings on the bridge, should they be repainted, would be more sensible to remain white unless all of the existing paint was to be stripped. This would avoid them quickly looking multi coloured as they became chipped/worn.

Cllr Dixon was asked about the path beside the Bure Valley Railway. Work has begun to improve it and will continue until March.

A question was asked about the leadership at NNDC, but no further details were known.

Brooke Park was also raised, but no further progress has been made during the Christmas period.

5.2 Cllr Mancini-Boyle raised the subject of Covid Business grants which are, again, being administered by NNDC. The numbers of Covid cases in the District is actually very low, thankfully, but impacts are still being seen.

The NHS has now stopped using Hoveton Village Hall. A meeting will take place this week to discuss the hand-over from them.

The grant application for disabled play equipment on the playing field is progressing, as is the tree planting scheme. There was a brief discussion about the possible location of trees and some concerns over recently planted trees around Brooke Park.

5.3 No police report had been received.

5.4 A member of the public made some comments about item 6.1. He asked about soakaways and the current sewerage capacity after reports of discharge into the river. He also asked how Anglian Water expect to meet demand for clean water.

Another member of the public raised the issue of restricting fishing on the Staithe. He commented that he would object to a ban.

A representative of Team Pidgeon made a short presentation about their work and findings. It was noted that this problem is certainly not peculiar to Granary Staithe. The main issue was finding fishing line wrapped around the feet of birds.

6 PLANNING

6.1 PM/20/1641 – Councillors felt they could support the application subject to a few points being considered and assurances given that these issues could be overcome. The issues were around the ability of the sewerage system to cope with the increased load, the capacity of soakaways to deal with surface water, the impact of site traffic during build, particularly on local residents, and the 'pinch point' on the access road created by the hedge. ACTION – Clerk to reply to NNDC

7 ADMINISTRATION

7.1 The Clerk's Report was NOTED.

7.2 A question was asked about the specifics of the Facebook comments. The Clerk explained that a comment had been made about decisions taken by councils out of meetings. The Clerk took this personally, as the comment had been made on a post about an HPC volunteer and on a Hoveton Facebook page.

7.3 It was AGREED to make a £200 donation to the Citizen's Advice Bureau following their note which detailed the number of residents helped by them in the parish.

7.4 The purchase of an annual Zoom licence was AGREED. The system would be used for HVH Trustee meetings, finance updates, and other meetings where an online solution was appropriate and legal.

7.5 The Council's sincere gratitude for the efforts of Trevor Rivett was noted. It was also noted that ex-Chairman, Martin Richmond, wished his personal gratitude to be recorded as well. ACTION – Clerk to write an official letter of thanks.

7.6 Cllr Alex Howe gave an update about the flowerbeds. It was noted that there are plans for the spring including the planting of two plum trees. The purchase of a strimmer was discussed. It was agreed that budget could be found but that more details were needed and other options should be explored before a decision is made. If a strimmer was purchased an appropriate risk assessment together with operator training would be required.

7.7 The Clerk gave an update on the village sign. Two quotes to make the bottom of the post good and produce a galvanised shoe for it to sit in had been received. The next step is to seek quotes for the plinth and bring the project to the action stage. Cllr Peter Howe requested that repair of the tiled roof should be included in the costs together with costs of repainting the sign and the installation of a replacement weathervane. The full extent of the required works to be described and a decision about which contractor to use will be made at the February meeting. It was also suggested that locals may wish to contribute towards the cost of renovation. This should be considered as an option and a process agreed.

8 THE BRIDGE

8.1 Cllr Peter Howe gave an update of work by a local group to resurrect The Bridge magazine. He was hopeful that the publication could be produced from the spring and was grateful to the help of the team and of the Marlpit (Coltishall) publishers who had given assistance. It was noted that it was likely a CIC would be formed to enable the group to operate effectively and that both Hoveton

and Wroxham Parish Councils could be asked to contribute some working capital towards start-up costs.

9 CORRESPONDENCE

9.1 The Clerk noted that the letter had not been sent by PETA, but by Team Pidgeon. Some discussion based on the note and feedback given during the public forum made it clear that there was no obvious solution. It was AGREED that Cllr Alex Howe should make contact with Team Pidgeon and understand the problem first-hand before the subject is discussed again.

9.2 The issue of the railings on the bridge could possibly be tied up with planned maintenance work. ACTION – Clerk to liaise with highways.

10 FINANCE

10.1 The Schedule of payments was presented to the meeting and APPROVED. The Budget Monitoring sheet was also shown to the meeting and it was noted that the Council currently has a surplus in the current year. However, the surplus has mainly been generated by lower than expected staff costs and a contingency budget that has not been used.

10.2 The use of Zoom for Finance Monitoring meetings was APPROVED. The Clerk explained that it was essential for Councillors to understand more about the finances to ensure that they were fully informed when making decisions at meetings. The monitoring meetings are an opportunity for the Clerk to present the current situation to Councillors and to answer questions. They are not to be used to make any decisions.

11 ITEMS FOR THE NEXT MEETING

11.1 Christmas Trees and village decorations in December 2022, and the Queen's Jubilee were noted.

Signed.....

Date.....

Name.....

Ben Bethell, Parish Clerk & RFO

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DECEMBER PAYMENTS			
07/12/2021	IONOS	£2.39	Regular monthly payment for emails and website
14/12/2021	NPOWER (was EON)	£178.36	
20/12/2021	The Broads Society	£16.00	Regular quarterly payment for street light power
31/12/2021	Litter Picker Salary December 2021	£1,986.47	Agreed in the 6th December 2021 meeting
31/12/2021	HMRC Month 8		
31/12/2021	Norfolk Pension Fund (LGPS) December 2021		
31/12/2021	B Bethell Clerk Salary December 2021		
Payments for January			
Mobile phone payments - £13.50 x 2 (December and January) = £27.00			

Item Of Expenditure #	Budgeted Expenditure	Actual Expenditure	Committed Expenditure	Balance Available To
Clerk's Salary	16,048.00	8,751.72	2,750.97	4,545.31
LGPS (Employer and Employee Contributions)	5,675.00	3,598.74	1,123.44	952.82
Clerk's Mileage and Other Expenses	0.00	119.60	200.00	-319.60
Postage/Telephone/Stationery	380.00	20.35	67.50	292.15
Litter Picker's Salary	4,143.00	3,612.94	973.14	-443.08
Tax and NIC (Employer and Employee Contributions)	3,574.00	4,382.05	1,111.68	-1,919.73
Insurance	980.00	974.55	0.00	5.45
Audit/Legal Fees/Fees and Charges	1,010.00	410.00	0.00	600.00
Subscriptions (NALC/SLCC/CAN, etc)	660.00	470.52	184.00	5.48
Hire of Premises (Jubilee Room/HVH)	200.00	0.00	0.00	200.00
Chairman's Expenses	100.00	0.00	100.00	0.00
Councillor/Clerk Training	600.00	80.00	500.00	20.00
Office Equipment	150.00	379.64	0.00	-229.64
Work Clothing/Safety Equipment	130.00	0.00	0.00	130.00
Election Costs	0.00	0.00	0.00	0.00
Events	0.00	0.00	0.00	0.00
Website	60.00	37.88	7.20	14.92
Granary Staithe (Loan Repayments)	8,809.00	8,808.54	0.00	0.46
Granary Staithe Capital Expenditure	0.00	0.00	0.00	0.00
Granary Staithe Maintenance (excl Capital Works)	1,100.00	853.04	100.00	146.96
Street Lights (including Energy Charges)	1,300.00	862.36	300.00	137.64
Street Furniture (Benches, Signage, Bus Shelters, etc)	500.00	0.00	500.00	0.00
Litter Bins/Dog Waste Bins	2,900.00	2,743.00	0.00	157.00
Landscaping/Flower Beds	400.00	47.08	200.00	152.92
Allotments	250.00	100.00	0.00	150.00
Riverside and Pocket Parks	2,000.00	1,443.33	0.00	556.67
Delegated Services (Urban Grass Cutting)	3,416.00	2,954.84	0.00	461.16
Special Projects	6,000.00	1,247.94	4,535.07	216.99
Hoveton Village Hall LG(MP)A 1976 s19	1,000.00	0.00	1,000.00	0.00
Village Playing Field Grass Cutting LG(MP)A 1976 s19	1,320.00	0.00	1,320.00	0.00
Hoveton St. John P.C.C. Churchyard LGA 1972 s137	350.00	0.00	350.00	0.00
Hoveton St. Peter P.C.C. Churchyard LGA 1972 s137	350.00	0.00	350.00	0.00
British Legion Wreath Donation LGA 1972 s137	60.00	0.00	60.00	0.00
Miscellaneous Grants and Donations LGA 1972 s137	1,000.00	0.00	1,000.00	0.00
Contingency	3,000.00	0.00	0.00	3,000.00
Totals	67,465.00	41,898.12	16,733.00	8,833.88