



Minutes of the meeting of Hoveton Parish Council Monday 3rd October 2022 at 18:45. Meeting held in the Jubilee Room at Hoveton Village Hall.

Present: Cllrs, Russell Reeve (Chair), Peter Howe (Vice Chair), Ann Rogers, Barry Edwards, Greg Eade, Chris Marshall, Alex Howe, and Gerrard Mancini-Boyle.

In attendance: Ben Bethell (Parish Clerk), Cllr Nigel Dixon, and four members of the public.

1 ATTENDANCE

There were no apologies for absence.

2 DECLARATIONS OF INTEREST

There were no Declarations of Interest to note.

3 MINUTES OF THE PREVIOUS MEETING AND MATTERS ARISING

The minutes of the full council meeting held on 5th September 2022 were AGREED and signed by the Chairman.

4 PUBLIC FORUM

4.1 Cllr Dixon began by noting that NNDC are reviewing their ongoing enforcement cases. The suggestion was that the Waterside Rooms may be removed from the list. This site has a history of going backwards and forwards, with the building being in an unacceptable condition more often than not. Councillors reacted strongly to the suggestion that the building should lose enforcement focus and it was suggested that NNDC should be informed that the Council wished the building to remain on the list.

Cllr Dixon gave an update on the Norfolk Fire & Rescue Service. An email to parishes will be sent which seeks feedback. A non-uniformed officer has been appointed by Norfolk County Council at Director level to provide strategic direction and assistance to the service.

4.2 Cllr Mancini-Boyle began by mentioning Nutrient Neutrality. Anglian Water are revisiting their calculations of sewage outfall and are look at ways to reduce the impact on our waterways. NNDC are pushing a North Walsham High Street Heritage Action Zone, which seeks to renew and revive the historic town centre.

It was also noted that the change of bin collection routes is still causing some issues, with 1600 bins left uncollected on the first round after the changes.

4.3 No formal Police Report had been received, but a note from PC Matt Pritty had outlined a generally good situation locally. It was also noted that PC Pritty will attend the next Parish Council meeting.

The SNAP meeting has now moved to Stalham and it was agreed that Cllr Eade would attend.

4.4 A member of the public who helps with the flowerbeds asked if it would be possible to move the benches back to their position near the flowerbed on Granary Staithe. This was agreed.

5 CO-OPTION OF NEW PARISH COUNCILLOR

5.1 Mr Everitt Barnes had previously attended a Council meeting with a view to becoming a councillor. The Clerk had received the necessary paperwork ahead of the meeting and the Council voted to co-opt Mr Barnes onto the Council.

The Declaration of Acceptance of Office was signed, and Cllr Barnes joined the Council.

6 PLANNING

6.1 PF/22/2059 - Replacement detached double garage following removal of existing; new access to Horning Road West - Galloway House Horning Road West Hoveton Norwich Norfolk NR12 8QH

Councillors discussed the plans and noted no concerns with the garage structure. However, it was noted that continued access via the dropped curb nearest the junction is a safety risk.

7 ADMINISTRATION

7.1 The Clerk's report was NOTED.

7.2 There were no questions for the Clerk

7.3 Cllr Edwards ran through a brief presentation about risks facing the Council, how we identify and record them, and make plans to mitigate them. A 'bottom-up' approach will be taken, with all elements feeding into a high level register.

It was noted that Cllr Edwards is a more recent addition to the Council and may view things more objectively. For the same reason, it was AGREED that Cllr Barnes should join the risk register working party.

8 FINANCE

8.1 The Clerk ran through the income and expense for 2022/23 to date. It was NOTED that the budget is broadly on track.

There are some items which may require attention and spend – for example replacement benches. This expense (if agreed) would be taken from the repairs and renewals reserve. Councillors will meet on Zoom on October 17th to go through further details about the current year and to look at options for 2023/24.

8.2 The first draft of the 2023/24 budget was presented by the Clerk. Whilst much of the planned expense remained in line with previous years, it was suggested that more funding be allowed for ongoing maintenance of Pocket Park and Riverside Park. The loan for Granary Staithe will finish in spring 2023, and it was suggested that the funds are earmarked for reserves – particularly to cover the cost of piling work when required.

A question was raised about the staff costs and whether the planned amount allowed progression. This point can be considered before agreement of the budget.

The Council AGREED to consider the budget further at a Zoom meeting on October 17th before the Clerk brings a revised proposal to the November meeting. The aim is to agree the 2023/24 budget and request the precept ahead of Christmas.

8.3 The Schedule of Payments was AGREED.

It was noted that two items on the paid list were to be retrospectively agreed. These were the whacker plate hire (£20) for bench installation, and the locks for the bins on Granary Staithe (£23.15).

9 ITEMS FOR THE NEW BRIDGE AND FOR THE NEXT MEETING

9.1 Items for the next edition of the New Bridge should include many of the points raised during this meeting.

The next agenda should include a further update on risks, finances and budget 2023/24, plans for the parks, and planning for the Coronation.

Signed.....

Date.....

Name.....

Ben Bethell, Parish Clerk & RFO

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Schedule of Payments

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Date	Item	Regular?	Minute Book	Value
06/09/2022	1&1 Internet	Regular	2022013	£5.39
07/09/2022	Chris Phillip - Park maintenance		2022050	£320.00
07/09/2022	B Bethell - Mileage for July and August		2022050	£34.20
07/09/2022	B Bethell - Mobile phone	Regular	2022013	£27.00
07/09/2022	Garden Guardian - June, July, and August	Regular	2022013	£1,625.88
07/09/2022	Donation to WHB Voluntary Care Group		2022050	£100.00
16/09/2022	Locks for bins on Granary Staithe - P Howe		2022050	£23.15
26/09/2022	Public Works Loan - Granary Staithe	Regular	2022013	£4,404.27
27/09/2022	NPower Electricity	Regular	2022013	£93.98
28/09/2022	Burlingham Paving - Whacker Plate Hire		R	£20.00
30/09/2022	Staff costs	Regular	2022013	£2,139.18

To Note

Flowers for flowerbeds (Alex Howe)	£76.83
Millenium Pest control	£288.00

To Approve

Granary Staithe Signs (Peter Howe)	£185.40
Rhino - Bench base materials (Ben Bethell)	£73.80
Toolstation - bench fixings (Ben Bethell)	£5.69