



Minutes of the meeting of Hoveton Parish Council Monday 5th December 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, Everitt Barnes 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

Cllr Eade declared a non-pecuniary interest in 6.2.

3 MINUTES OF THE PREVIOUS MEETING AND MATTERS ARISING

The minutes of the full council meeting held on 7th November 2022 were AGREED and signed by the Chairman.

4 PUBLIC FORUM

4.1 Cllr Dixon began by mentioning that the Waterside Rooms have remained on the Enforcement Register at NNDC owing to some pressure being applied. HPC and NNDC should continue to press the matter and consider compulsory purchase if required.

It was noted that there were fewer TPOs in Hoveton than had been expected. Cllr Dixon would encourage input about trees which should have TPOs applied to protect the character of the village. (and the trees).

The Norfolk Fire Service Community Risk Management Plan is open until December 19th with input welcome.

The problems with bin collection since the change to Serco appear to be lessening. The number of calls notifying problems have reduced.

A member of the public suggested that the Broads Authority appear less keen to apply TPOs and asked how this could be balanced. Cllr Dixon noted the process required and suggested that trees identified were highlighted and the matter pressed.

4.2 Cllr Mancini-Boyle also noted that bin collection is improving.

NNDC have agreed to pursue additional affordable homes through a new initiative.

The trees for the village hall field will be arriving soon.

NNDC's North Walsham scheme is still moving forwards.

The planning applications for the village hall are still outstanding.

The management of Section 106 at NNDC is a recognised issue and is now being addressed.

4.3 No formal Police Report had been received. A newsletter has been received. There is a SNAP meeting planned in January.

4.4 There were no points raised by members of the public.

5 BROADS AUTHORITY WORKS ON RIVERSIDE PARK

5.1 It had been hoped that Andrew Walters of the Broads Authority would be in attendance, but he had unfortunately needed to send his apologies.

It was noted that work has begun at the park including the removal of the dipping platform and work to trees on the site.

6 PLANNING

6.1 RV/22/2773 - The Council has no objection to this application.

6.2 RV/22/2661 - The Council has no objection to this application.

6.3 BA/2022/0420 - The Council has no objection to this application.

6.4 BA/2022/0394 - The Council has no objection to this application.

7 ADMINISTRATION

7.1 The Clerk's report was NOTED.

7.2 Cllr Rogers noted that a previous Chair had said that HPC meetings are not the place for discussions about Hoveton Village Hall, but we now appear happy to discuss. The Clerk reminded the Council that (as Trustee) the Council is liable and that it should be aware of, and take action on, issues which presented risk. Cllr Rogers was right to suggest that most discussion should take place at either Trustee or Sub-Committee meetings (depending on the nature of the business), but we must not forget our role as a Council.

7.3 Cllr Edwards updated the meeting about risk assessments. Good progress is being made on all areas of the project, a process is in place, and risks are now being better managed and more professionally. There is further work to do to ensure credibility and completeness. Cllr Edwards has produced a first draft of the overall HPC and Village Hall trustee risk registers and has sent these to the Chair to review. Cllr Barnes has also provided some useful updates which will be incorporated into the document.

It was suggested that the land under the footbridge could be a potential risk. This was acknowledged, but the land is owned by Norfolk County Council and therefore not a risk that HPC needs to manage.

7.4 Cllr Eade left the room before this item.

HPC are aware of the ongoing challenges faced by the Village Hall and the potential risk to them as a Council. As Trustee, HPC is working with the Village Hall Sub-Committee to build a short/medium term plan which will address the current financial shortfall. A medium/long term plan is also being progressed which looks at what needs to be done in order to continue to meet the aims for the years to come.

7.5 Cllr Eade returned to the meeting.

Cllr Peter Howe noted that an email has been sent to various community groups inviting them to a meeting in January to discuss the Coronation. Responses would be gathered. The Catholic Church should also be included.

7.6 The Chair began by thanking Cllr Mancini-Boyle for his work on the disabled play equipment. It was AGREED that the grant forms should be signed on behalf of the council but this should only be done once the remaining funding is in place.

7.7 It was noted that the situation with the planning applications is unacceptable. NNDC delays mean that these applications are still outstanding. The Clerk is chasing NNDC and has recently responded to another request for information. Action – Clerk to continue to press NNDC.

7.8 Signage on the mini-roundabouts (and in other places) has the potential to cause an accident. It was AGREED that all concerns be flagged to NCC Highways.

Speeding and inconsiderate parking remain an issue. Data is being gathered, but Horning Road West is a particular concern. It was AGREED that the SAM2 sign should be deployed there ASAP.

Cllr Mancini-Boyle left the room.

The reduction of the speed limit through the centre of the village to 20mph was suggested. A credible traffic/speeding plan needs to be agreed. Cllr Edwards, Nick Walmsley (public) and the Clerk should meet to discuss.

Cllr Dixon noted that the County Council's Speed Management Policy should be understood and issue progressed with that in mind.

Cllr Peter Howe noted that the next meeting of the Hoveton and Wroxham Alliance would be in January and this matter would be discussed.

Cllr Mancini Boyle returned to the meeting.

8 FINANCE

8.1 The Clerk ran through the updates to the budget since last meeting. These are an increase in the expected Delegated Service Payment, and an increase to the Taxbase. These changes reduce the suggested precept rise to 5.07% (30p per month per Band D home).

8.2 The Council discussed the need to get best value from all expenditure. The Litter Picker role was identified as an area of consideration and it was felt that the role could be extended to include other areas of responsibility. The Council AGREED that budget should be retained for this purpose but that the Clerk should look at the mechanics for refocussing the role.

8.3 Cllr Reeve proposed that the budget for 2023/24, as suggested by the Clerk, be accepted. A recorded vote was taken and votes were as follows:

Proposed - Cllr Reeve

Seconded - Cllr Peter Howe

In favour - Cllr Marshall, Cllr Barnes, Cllr Alex Howe, Cllr Edwards

Against - Cllr Mancini-Boyle, Cllr Rogers

Abstained – Cllr Eade

It was therefore AGREED to accept the budget as presented by the Clerk.

9 ITEMS FOR THE NEW BRIDGE AND FOR THE NEXT MEETING

9.1 It was agreed that the precept increase should be made clear in the next edition of The New Bridge. This will be in February, which ties in with the increases from April 1 2023.

Signed.....

Date.....

Name.....

Ben Bethell, Parish Clerk & RFO

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Schedule of Payments

Schedule of Payments

Date	Item	Regular?	Minute Book	Value
04/11/2022	Emails and internet	Regular	2022031	£5.39
08/11/2022	B Bethell - Expenses and gravel		2022059	£184.05
08/11/2022	P Howe - Bulbs		2022059	£27.00
08/11/2022	Hoveton Village Hall - Room use		2022059	£37.50
15/11/2022	RBL donation		2022059	£60.00
17/11/2022	NPower	Regular	2022013	£108.28
23/11/2022	PKF Littlejohn - External audit	Regular	2022013	£360.00
29/11/2022	CAN Subscription		2022058	£50.00
30/11/2022	Emails and internet	Regular	2022013	£5.39
30/11/2022	Wages, HMRC and Pension (including back dated pay as noted in November 2022 meeting)	Regular	2022013	£2,893.81

To Note

Millenium Pest Control	£144.00
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To Approve

Litter bin emptying 2021/22	£3,576.60
HVH Jubilee Room Hire	£25.00