



# **Minutes of the meeting of Hoveton Parish Council Monday 5th June 2023 at 18:45. Meeting held in the Jubilee Room at Hoveton Village Hall.**

## **1 ATTENDANCE**

Present: Cllrs Russell Reeve (Chair), Peter Howe, Barry Edwards, Rob Henson, Alex Howe.

In attendance: Ben Bethell (Parish Clerk), and one member of the public.

## **2 DECLARATIONS OF INTEREST**

Cllr Reeve will make no input to item 4.2 to avoid any possible issue.

## **3 MINUTES OF THE PREVIOUS MEETING AND MATTERS ARISING**

The Clerk presented a change to 9.2 to clarify the agreed financial arrangements with regards to the Parish Warden, particularly in respect of the donation to Hoveton Village Hall.

The updated minutes were AGREED and signed by the Chair.

## **4 PLANNING**

4.1 – PF/23/1071 - No Objection

4.2 – PF/23/1095 - No Objection. However, the Council wishes to note that the change of general domestic property to holiday lets must be carefully considered and controlled.

## **5 ADMINISTRATION**

5.1 The Clerk read his report. The main message was to thank Councillors for the improvements made over recent weeks, particularly in respect of communications and unity. Email volumes have recently been over 150 each week, but the Clerk noted that (owing to changes made) this number has dropped significantly. Also noted that the Clerk is on Holiday for one week from Monday 12<sup>th</sup>.

5.2 A question was asked about the Council's plans to join the new national email address scheme. The Clerk confirmed that the intention would be to move to the new format but not in the pilot scheme. The involvement in the pilot may cause further challenge at an already busy time. It was AGREED that a litter pick organised by the Council would be a good way to meet more locals and possibly get more involvement with the Council.

5.3 Tables and furniture on Granary Staithe was discussed. It was AGREED that the Council should work towards providing new recycled plastic benches on the Staithe. These can be more easily cleaned and are generally more robust. The Clerk will investigate use of S106 monies for the project. A letter will also be sent to all businesses serving take-away food in the area asking for donations.

5.4 Cllr Peter Howe has been obtaining quotes for work to remove slabs and move the bench near the village sign. This work will continue with the intention of getting this work done over the summer period.

5.5 Some minor highways issues were noted but nothing specific was to be pursued. Cllr Edwards presented the SAM2 data which showed some data suggesting that peak speeds on some roads are very high but the average speeds are broadly acceptable. The police have not shown much interest in the data. It was AGREED to put a note into The New Bridge to draw attention to the problem.

5.6 The Local Walking and Cycling Plan was discussed. A consultation event has been held recently and Councillors felt that plans need to be more ambitious. A suggested response had been prepared by Cllr Reeve and this was discussed. It was AGREED that a few changes should be made and the final draft circulated to Councillors before being sent to Norfolk County Council.

5.7 Applications for the Parish Warden position are now open and applications are being received. The primary school has offered to send the advert to all parents. Adverts are also on various Facebook pages, and there was an advert in The New Bridge.

5.8 Revised meeting dates were discussed. The July meeting will move from the 17<sup>th</sup> to the 24<sup>th</sup>. An additional meeting will be held on June 26<sup>th</sup>.

## **6 FINANCE**

6.1 The Schedule of Payments (below) was AGREED.

6.2 The Clerk left the room. Councillors AGREED

## **7 ITEMS FOR THE NEW BRIDGE AND FOR THE NEXT MEETING**

The list of items for The New Bridge will include the SAM2 sign, new tables on the Staithe, work to be completed around the village sign, banners on the mini roundabout, the planned litter pick, and the Local Walking and Cycling Plan.

Signed.....

Date.....

Name.....

Ben Bethell, Parish Clerk & RFO

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**Schedule of Payments**

Date	Item	Regular?	Minute Book	Value
04/05/2023	1&1 Internet	Regular	2022082	£6.22
25/05/2023	NPower	Regular	2022082	£39.74
30/05/2023	Chris Phillip			£130.00
30/05/2023	B Bethell Phone	Regular	2022082	£81.00
30/05/2023	P Howe - Plants			£16.15
30/05/2023	Garden Guardian	Regular	2022082	£1,192.00
31/05/2023	HMRC	Regular	2022082	£466.23
31/05/2023	Norfolk Pension Fund	Regular	2022082	£458.35
31/05/2023	B Bethell Pay	Regular	2022082	£1,118.64

**To Note**

Payment to WHB Community Transport                      £200.00

**To Approve**

Westcotec - SAM2 brackets                                      £28.80

B Bethell - mileage    £75.60