



**AGENDA – Hoveton Parish Council**  
**Meeting to be held on Monday 4<sup>th</sup> December 2023 at 18:45**  
**Meeting to be held in the Jubilee Room at Hoveton Village Hall**

Councillors are summoned to the above meeting; members of the public and press are invited.

Signed:

*B Bethell*

Ben Bethell, Clerk and Responsible Financial Officer to Hoveton Parish Council

Tuesday 28th November 2023

**1 ATTENDANCE**

To note those present and to consider apologies for absence.

**2 DECLARATIONS OF INTEREST**

Members are reminded to declare personal and/or pecuniary interests in any items on the agenda in accordance with Hoveton Parish Council's Code of Conduct. The Council is asked to consider any requests for dispensations.

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

To approve the minutes of the full council meeting held on 6<sup>th</sup> November 2023, and to note any matters arising.

**4 CO-OPTION OF NEW COUNCILLORS**

4.1 To consider the co-option of new councillors.

**5 PUBLIC FORUM**

- 5.1 To receive a report from County and District Councillor Dixon.
- 5.2 To receive a report from District Councillor Mancini-Boyle.
- 5.3 To receive a police report.
- 5.4 To receive questions and representations from members of the public relating to matters on the agenda. 15 minutes in total for this item, maximum 3 minutes per speaker.

## **6 PLANNING**

- 6.1 PF/23/2520 - Single storey rear extension – 69 Two Saints Close, Hoveton, Norwich, Norfolk, NR12 8QR

## **7 NORTH NORFOLK LOCAL PLAN**

- 7.1 To consider the responses from the Inspector and to agree next steps.

## **8 BROOKE PARK PHASE ONE**

- 8.1 To consider how best to ensure the issues with adoption are progressed.

## **9 ADMINISTRATION**

- 9.1 To receive the Clerk's Report.
- 9.2 Questions to the Clerk.
- 9.3 To receive an update from the Parish Warden
- 9.4 To receive an update about Barclays Bank and consider next steps.
- 9.5 To receive an update on flooding, in particular on Granary Staithe.
- 9.6 To receive an update on streetlamps and agree how to proceed.
- 9.7 To agree the next steps needed to make the change of style to Community Council.
- 9.8 To consider a donation from the Gardening Club.
- 9.9 To consider using Google Drive more extensively and agree costs.
- 9.10 To agree a Sign Policy (road signage).
- 9.11 To receive an update on Riverside Park.

## **10 2024/25 BUDGET AND PRIORITIES**

- 10.1 To consider possible projects (short-term and beyond).
- 10.2 To consider the 2024/25 budget with consideration to project spend and the impact on the precept.

## **11 RISK ASSESSMENT**

- 11.1 To review and approve the Risk Assessment document.

## **12 FINANCE**

- 12.1 To review and approve items of expenditure (Schedule of payments, circulated).

## **13 ITEMS FOR THE NEXT MEETING**

- 13.1 To note the meeting date, and any items for the next agenda.

Ben Bethell, Parish Clerk & RFO  
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