



# **Minutes of the meeting of Hoveton Community Council Monday 5th February 2024 at 18:45. Meeting held in the Jubilee Room at Hoveton Village Hall.**

## **1 ATTENDANCE**

Present: Cllrs Russell Reeve (Chair), Peter Howe, Alex Howe, Barry Edwards, Kerry Walker, James Nash, Andrew Parker, and Richard Stowe.

In attendance: Ben Bethell (Parish Clerk), Cllrs Nigel Dixon and Gerard Mancini-Boyle, and 4 members of the public.

Apologies from Cllr Rob Henson

## **2 DECLARATIONS OF INTEREST**

None.

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

The minutes of the meeting on January 5<sup>th</sup> were AGREED. There were no matters arising.

## **4 PUBLIC FORUM**

- 4.1 Cllr Dixon informed the meeting that a site meeting with Persimmon and NNDC had taken place at Brook Park. Some existing issues were discussed, and some new. Landscaping and drainage remain a key topic and the cross-field footway and cycle path was noted as an issue owing to the ongoing ownership and maintenance of the verge between the path and the school. There are anomalies with the lagoon in terms of ownership and responsibility for maintenance that also need resolution. A number of other smaller items also need addressing. However, it was felt that progress is being made. Full adoption is still unlikely before 2025.

Some questions were asked in respect of the progress and the previous 'ten-point plan' was mentioned. It was accepted that these points must not be lost.

- 4.2 Cllr Mancini-Boyle reported that the budget was soon to be recommended to full Council. It was noted that Stalham High Street works will bring disruption with a further 345 properties being built. Cllr Mancini-Boyle has been pushing for affordable homes to be built to Passivhaus standards, ensuring that those with lower incomes are those who have the lowest fuel bills.
- 4.3 No police present.
- 4.4 Concerns in respect of drainage and sewerage for future phases of Brook Park remain. Residents continue to express frustration at the way the issues are ignored. Item 7.8 at the January meeting was discussed confidentially and it was asked if this was necessary. As the item was of a commercially sensitive nature it was deemed correct to discuss at the end of the meeting without public or press present. The outcome has been minuted.
- It was noted that the flooding issues on Grange Close continue, and have now blighted the area for at least 3.5 years. The Clerk agreed to work with Cllr Dixon to chase Anglian Water to confirm a meeting. It was suggested that this issue becomes a standing item on HCC agendas until the issue is resolved.

## **5 PLANNING**

- 5.1 PF/24/0032 - Change of use of commercial unit (dog grooming salon) to domestic use to provide extension to dwelling; external alterations – Pink Pawz Grange Close Hoveton Norwich Norfolk NR12 8EA – No objection
- 5.2 PF/24/0113 - Single storey rear extension to dwelling; replacement roof with higher ridge level and rear dormer to provide first floor accommodation; porch extension to front; external alterations - 83 Grange Close Hoveton Norwich Norfolk NR12 8EB – No objection
- 5.3 BA/2024/0024/FUL - Installation of an ATM to be installed in the entrance lobby through the right hand window. Move glazed entrance doors to the left to give a new re-glazed 1400mm window to accommodate the ATM. Illuminated ATM sign and nonilluminated sign - Riverside Centre, Nisa Stores , Norwich Road, Hoveton, Norfolk – The council had no objection but felt that lighting and access to the shop needed careful consideration.
- 5.4 BA/2024/0026/ADV - Illuminated ATM fascia sign - Riverside Centre, Nisa Stores , Norwich Road, Hoveton, Norfolk – No objection

## **6 NORTH NORFOLK LOCAL PLAN**

- 6.1 An update was given about the Council's involvement in the NNDC Local Plan examination. One hearing has been attended with Cllr Reeve speaking against the proposed plan on behalf of the Council. The next is mid-February and, again, the Council will be represented.
- 6.2 It was AGREED that the public meeting on Wednesday 7 February would be Chaired by the Clerk with Cllr Reeve presenting the slide pack. Questions would be taken but it should be made clear that NNDC are the planning authority and plan owners.

## **7 NEIGHBOURHOOD PLANNING**

- 7.1 It was AGREED the HCC should begin working on a Neighbourhood Plan. The following points were AGREED:
1. Hoveton Community Council agrees and resolves to initiate the process of a Neighbourhood Plan in accordance with the provisions of the Localism Act 2011, and other relevant guidance and legislation.
  2. In conjunction with North Norfolk District Council and Broads Authority, the Hoveton Community Council has identified the Neighbourhood area to which the Neighbourhood Plan will apply. Hoveton Community Council agrees and resolves to apply to North Norfolk District Council for a designated area status for the parish of Hoveton.
  3. Hoveton Community Council agrees and resolves to investigate the process for a Neighbourhood Plan Steering Group. A working group would be built with Cllrs Walker, Stowe, and Reeve being part of the group.
  4. Hoveton Community Council agrees and resolves to seek necessary resources, financial or otherwise, the successful development of its Neighbourhood Plan.
  5. Hoveton Community Council agrees and resolves to engage a consultant for the purposes of developing its Neighbourhood Plan subject to the application for necessary funding. The Council AGREES that Rachel Leggett and Associates should be approached.

## **8 ADMINISTRATION**

- 8.1 The Clerk read his report, giving a summary of the work being undertaken and noting work on Granary Staithe, sewage issues, streetlamps, and traffic issues. It was also noted that communication between councillors has improved owing to regular dial-ins and the ongoing Digest, but all this takes time.
- 8.2 Concerns surrounding sewage were raised and it was AGREED that further work must be done to ensure that issues are resolved and that District councillors should be engaged.
- 8.3 The Parish Warden is still off long-term sick. It was AGREED that approaches to the Rotary and Gary and Eddie Foreman should be made in respect of litter picking in the short-term.
- 8.4 The revised Councillor Roles and Responsibilities were presented, discussed and AGREED.
- 8.5 It was AGREED that HCC should attend the Lion's Summer Fete. The Neighbourhood Plan should form part of the approach.
- 8.6 The Clerk presented a proposal for grass in the parks to be cut 'in-house' rather than by contractors. This was AGREED along with the purchase of a mowers costing £650.
- 8.7 A few options for the new logo were presented by Cllr Edwards. It was AGREED to use the logo shown above.
- 8.8 It was AGREED that the existing boards at Roys, the medical centre, and HVH would be acceptable. It was noted that a contribution towards a new board at HVH would be appropriate when the existing board is replaced.

## **9 COMMUNITY**

- 9.1 There has been no further development in respect of the Waterside Rooms but future agendas will ensure there is a chance for update. It was AGREED that this issue should remain a focus.
- 9.2 Cllr Dixon had provided an update in the Public Forum. It was AGREED that the Clerk would write to NNDC to understand progress against the previous ten-point plan.

## **10 PROJECTS**

- 10.1 It was AGREED that Cllrs Stowe and Walker would work with the Clerk over the coming months to order the project list and bring proposals to the Council.
- 10.2 S106 funds are now needed soon and NNDC has gone quiet. The Clerk will write again and chase.

## **11 FINANCE**

- 11.1 The Schedule of Payments (below) was AGREED.

## **12 POLICIES**

- 12.1 It was NOTED that there are soon to be new versions of the Standing Orders and Financial Regulations documents. As such, these will be reviewed once these are available. It was AGREED that the Coronavirus Contingency & Action Plan is no longer required.

## **12 ITEMS FOR THE NEXT MEETING**

- 10.1 It was AGREED that there would be a regular item to allow progress to be tracked for Brook Park, Riverside and Pocket Park, Granary Staithe, and The Waterside Rooms.
- Items for The New Bridge should include the Neighbourhood Plan, a note about Nic Rayner, the NNDC Local Plan, and the Flood Warden vacancy.

Signed.....

Date.....

Name.....

Ben Bethell, Parish Clerk & RFO

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# Schedule of Payments

| Date       | Item                           | Regular? | Minute Book | Value     |
|------------|--------------------------------|----------|-------------|-----------|
| 10/01/2024 | AMEY - STREET LAMP REPAIR      |          | 2023034     | £1,688.90 |
| 18/01/2024 | NPOWER                         | REGULAR  | 2022082     | £51.17    |
| 30/01/2024 | MONTHLY PAY, HMRC, AND PENSION | REGULAR  | 2022082     | £3,007.82 |
| 31/01/2024 | 1&1 INTERNET LTD               | REGULAR  | 2022082     | £27.00    |

|         |                            |         |
|---------|----------------------------|---------|
| To Note | INCOME FROM GARDENING CLUB | £240.00 |
|         | ZOOM RENEWAL               | £155.88 |

|            |  |         |
|------------|--|---------|
| To Approve | ZOOM RENEWAL - 29 JAN                    | £143.88 |
|            | K WALKER - PRINTING FOR LP WORKING GROUP | £106.60 |
|            | B BETHELL - GRAVEL FOR GRANARY STAITHE   | £56.96  |
|            | B BETHELL - GATE FURNITURE FOR G STAITHE | £6.98   |
|            | B BETHELL - MILEAGE JAN AND FEB          | £30.60  |
|            | B BETHELL - HDMI LEAD                    | £16.99  |

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