HICKLING PARISH COUNCIL MINUTES OF PARISH COUNCIL MEETING HELD ON Monday 5th October 2009, at 7.30pm in the Community Hall

PRESENT: CHAIRMAN: V TALLOWIN, VICE CHAIRMAN: H PURNELL

COUNCILLORS: M ELLIOTT, D PUGH, R COOK, K MOODY, I.WATTON, MJ ELLIOTT,

L WEST, D BEALES.

Clerk: Mrs S Sainsbury

7.15PM Public Participation –

The following point(s) were raised:

County Councillor Paul Rice was welcomed by the Chairman Viv Tallowin and he briefly introduced himself and that he is willing to take forward any specific problem still outstanding or that may arise in the future.

Mr L Beales on behalf of the Hickling Bowls Club would like it minuted that when the existing community hall is closed they are willing to store any tables and chairs at the bowls club, in the small wooden shed also from the community hall, for use as usual by clubs/parishioners.

Mr I Kemp on behalf of the HLHG Caretaker Committee explained that they had regrettably agreed the only way forward was to disband the group. Some archive material will be housed in St Mary's Church and other material either given back to donators or stored at the Norfolk Record Office (NRO). It was requested by the HLHG that any outstanding rent of the archive room be paid on a monthly basis as no one was sure how long it will take to organize the archive material, also that any archive material stored at the NRO go under the parish council's umbrella because this would eliminate any costs of taking out material from the NRO in the future. See item 5c

The balance in the HLHG accounts will be distributed as follows; £300 to the school for history books, approx £1000 for furniture to display material in the church with any remainder monies going to the news sheet.

A wooden shield in memory of those from the village who had 'fallen' in the second world war was presented to the parish council for safe keeping until a new display place could be found. Chairman Viv Tallowin thanked Ivor for the shield and all his time and effort he has put into the HLHG along with other members from the group and that it will be sadly missed.

Mrs D Mayhew from the Hunnies said they had no further news as to their grant application.

7.40pm The Parish Council meeting commenced with no public participation –

The Chairman welcomed three parishioners.

- 1. APOLOGIES none
- 2. MINUTES OF LAST MEETING -

These were approved as circulated.

3. MATTERS ARISING -

Item 51 – no one was available to attend Annual Parish/Town Council Conference 11 Nov. Item 10-3 deletions, VT's name on 2^{nd} line, letter 's' on Utting on line 9, apostrophe on line 1 of 10.3

4. DECLARATION OF COUNCILLOR'S INTERESTS FOR THIS MEETING - none

5. CORRESPONDENCE -

- a) NALC Norfolk Link August 2009 + Annual Report 2008/9
- b) Norfolk County Council Update on Mineral Site Allocations DPD + FAQ List.

- c) **HLHG** Update on future of group, two letters 7 Sep + 2 Oct, it was requested whether they could pay the rental on the archive room on a monthly basis until it was no longer required and any archive material placed in the NRO could be under the parish council's umbrella, both these requests were granted.
- d) **Norfolk Wildlife Trust** Update for owners & managers of County sites in Norfolk. This was passed to the Chairman Viv Tallowin who will investigate who these parcels of land belong to, then the Clerk will return forms to NWT.
- e) Norfolk Rural Community Council Signpost Booklet.
- f) Mr N Baker Application for Parish Councillor vacancy.
- g) **East of England** East of England Plan 2031 Scenarios for housing & economic growth, any comments deadline 24th November 2009. Chairman & Clerk to respond.
- h) A & S Lambard Request to be added to Wet Berth Waiting List. Clerk to respond
- i) **Mr M Povall & B Brooks** Request to be added to Wet Berth Waiting List. Clerk to respond.
- j) N Lamb MP Reply regarding Age Concern Minibus funding.
- k) **Norfolk County Council** Caister Depot Open Day 6th October.
- 1) Norfolk Deaf Assoc. Deaf News booklet.
- m) NNDC LDF Update Leaflet
- n) **Norfolk County Council** Email from Highways stating that Stubb Road does not fulfil the criteria for speeding limit restrictions. Paul Rice kindly offered to look into this issue for us. Clerk to forward paperwork received on this matter to him.
- o) **PCSO SNT Stalham** Crime Report for period 3 Aug 21 Sep. Cllr I Watton suggested that the PCSO attend the next meeting November. Clerk to arrange.
- p) **R Lawes** Email confirming that Rachael & Neil will be willing to do the weekly & monthly check of the recreation play area equipment. Clerk to supply forms.
- q) **Norfolk Rural Community Council** General Meeting 3rd Nov. No one was available to attend.
- r) **NNDC** LDF on Re Use of Rural Building Public Consultation open from 2 Oct 13 Nov. Chairman & Clerk to respond.
- s) NNDC Planning Late application. Wakeby, The Green, See item 12

6. TREASURER'S REPORT

a)	Cheque No.	E	xpenses	Income	Bank Slip No
W Diss (Sep)	101830	£	50.00	£ 75.00	15
S Sainsbury (Imprest)	101834	£	34.14	£ 53.37	16
S Sainsbury (Jul,Aug,Sep)	101831	£	750.00		
Mazars (Auditors)	101833	£	327.75		
Brown & Co (Allotments)	101832	£	245.00		
St Mary's PCC (Grass Cutting	101835	£	300.00		
Donation)					
Total		£	1706.89	£ 128.37	
Total		l		1	1

- b) End of Year Budget to Date Distributed July, Oct, Jan & March
- c) Annual Return signed off.
- d) Nat West confirmation of the re-investment of £47k for 6 months.
- e) Precept deferred until 2nd Novembers meeting, deadline 22nd November.
- f) NALC Charity Workshop Seminar in Poringland on the 28th October that we hope will answer some queries regarding the Hickling Recreation Ground Charity Trust, 270199, Cllr D Pugh proposed and Cllr L West seconded and all agreed for the Chairman, Vice Chairman & Clerk to attend at a cost of £20 pp. Clerk to enquire

whether it was possible to set up a meeting with the Charity Commission spokesperson after the seminar.

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7. HICKLING PARISH COUNCIL FINANCIAL REGULATIONS

As these had not been reviewed for some time it was felt that maybe some clauses should be updated i.e. quotation value of £500. Cllr R Cook proposed and Cllr MJ Elliott seconded and all agreed to leave the value at £500, as it can be waivered under certain circumstances. It was suggested that all councillors re-read the regulations and any further queries to be addressed at the next meeting.

Also Clerk to ensure before any work is commenced by appointed contractors we must receive a copy of their public liability insurance certificate for the parish councils files.

8. PARISH COUNCIL PROPERTY REPORTS

a) Staithe

- 1.Quay Heading quotes are still being obtained.
- 2. Boat condition and Unpaid rental letter has been sent recorded delivery on the 5th October.

b) Community Hall

- 1. Hunnies are still uncertain regarding their move to the school, but will keep the parish council informed of their progress.
- 2. The oil level has been checked and Cllr MJ Elliott will let the Clerk know when to order more oil.

c) Recreation Ground

1. All current parish councillors are trustees on the Hickling Recreation Ground Charity, no. 270199, so the paperwork could be updated the Clerk required the permission from the new councillors for their details to be published on the charity's records. Clerk to update files accordingly..

d) Chapel Pond

1. The bore hole quote was discussed and although it was over the £500 as per the financial regulations it was agreed by all that as this quote included alot of voluntary

hours that the regulations be waivered in this instance, Vice Chairman H Purnell proposed and Cllr I Watton seconded and all agreed to accept this quote for £1350 + VAT subject to the Methodist Church agreeing for the electricity supply to be sourced from the Chapel and the parish council invoiced accordingly. Clerk to write to the Methodist Church and dependant on reply give instructions for the work to commence.

- 2. The 2 large willow trees overhanging the bottle banks have been causing some concern for the contractors empting the banks, although some lower branches have been removed it was agreed that some professional advice should be sought on the matter. The trees were originally donated by a Mr Geoffrey Tallowin. Clerk to arrange.
- 3. Mr D Skinner has arranged a clear up day at the Chapel Pond on the 21st November starting at 9am, it was agreed that any refreshment costs be paid by the parish council in leiu of the voluntary hours put in by the conservation group.

STANDING ORDERS WERE SUSPENDED -

As Mrs D Mayhew wished to ask the following question of the council:

'Would it be possible for the Hunnies to leave large play equipment pieces in the hall area from Monday – Friday'

This was briefly discussed but could cause a problem when a hirer required the hall at short

notice, Cllr I Watton proposed and Cllr L West seconded and all agreed for this to be reviewed again in November.

STANDING ORDERS WERE REINSTATED

9. NEW BUILD WORKING PARTY UPDATE PLOTS

Cllr R Cook gave a brief update on the following points; possible to get 100% funding for energy systems, need a seperate bank account, 8 estate agents approached, Project Manager costs being investigated, revisited the plans, get an architect's opinion and costs in producing building plans, looking at ways to reduce building costs.

On the recommendation from the working party that a seperate bank account is required for the new build, Cllr R Cook proposed and Cllr K Moody seconded the motion and all agreed for this to be set up. Chairman & Clerk to arrange.

Vice Chairman H Purnell gave his apologies and left the meeting at 9pm

10. FOOTPATHS

The footpath inspection date was set for Friday 16th October starting at 9am. County Councillor Paul Rice will enquire about any repair costs with a Sarah Price.

11. CLERKS RENUMERATION

The Clerk left the room whilst discussion and subsequent vote took place. Cllr R Cook proposed and Cllr I Watton seconded and all agreed for the Clerks renumeration to be increased from £3000 to £3250 from April 2010.

12. NNDC PLANNING – Late application See Item 5s

Wakeby, The Green – Change of Use from Residential to Residential/Childminding Facility - supported

CONFIDENTIAL SESSION

The Chairman asked for a proposal that a resolution be introduced, under the Public Bodies (Admissions to Meetings) Act 1960 to exclude members of the public and the press in order to consider items in a confidential session. Cllr M Elliott proposed and Cllr R cook seconded such a motion. All were in approval. The Chairman thanked everyone for their attendance as they left the meeting

The remaining vacancy had been advertised as per NNDC instructions with the result of one applicant.

Cllr R Cook declared a personal interest as they are both employed by the same company and abstained from the discussion and subsequent vote.

It was proposed by Cllr L West and seconded by Cllr M Elliot and all agreed, with one abstention, that Mr N Baker be co-opted.

Clerk to respond with necessary paperwork.

DATE OF NEXT MEETING – Monday 2nd November 2009 at 7.15 pm in the Community Hall.

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Signature	Dated