

HICKLING PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING HELD ON
Monday 7th September 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,

Clerk: Mrs S Sainsbury

7.15PM Public Participation –

The following point(s) were raised:

Mrs D Mayhew asked whether it was possible for the Hunnies to leave certain items out in the community hall during the week apart from when other hirers required the hall, also their meeting regarding funding had been delayed until the 10th September.

7.30pm The Parish Council meeting commenced with no public participation –

The Chairman welcomed two parishioners.

1. **APOLOGIES** were received from Councillor I Watton and Vice Chairman H Purnell had informed the Clerk he would be late attending the meeting.
2. **MINUTES OF LAST MEETING -**
These were approved as circulated.
3. **MATTERS ARISING –**
Clerk attended the NALC Seminar in Norfolk and reported back that it was an interesting and informative day.
4. **DECLARATION OF COUNCILLOR’S INTERESTS FOR THIS MEETING - none**
5. **CORRESPONDENCE -**
 - a) **County Councillor Paul K Rice** – Introduction letter from the South Smallburgh Division, Clerk to forward him notices of meetings. A list of councillors for the County Council for 2009-2013.
 - b) **Angela Buesnal** – Email about donating a gift to Hickling Staithe in remembrance of her father Mr George Buesnal who sailed on Hickling Broad for over 60 years. Clerk to respond with the parish council’s gratitude and that we would like to take her offer up as and when we find a suitable idea.
 - c) **Highways** – Email outlining the differences between Decoy Road, Catfield and Stubb Road, Hickling in respect of speeding issues. Clerk to query as Decoy Rd is only Residential but Hickling has NWT and Faith animal rescue centre traffic.
 - d) **Rural Road Safety Development Project** – Schedule of visits to Hickling by the new van that monitors speeding, which has replaced the Speed Awareness Message vehicle.
 - e) **Norfolk Playing Field Assoc** – Annual Report & Accounts. Clerk to note funding is available for playing field/children’s area.
 - f) **Norfolk Assoc of Village Halls** – September newsletter and notice of their meeting at Blakeney Village Hall on 22nd Sept. No one was available to attend.
 - g) **The Greenhouse Trust** - Invitation to Future Heritage Exhibition & Presentations 10-13th September. As Cllr R Cook is organising NNDC’s Green Build at Felbrigg, he will report back to the PC any relevant information we require.
 - h) **Environment Agency** - Coastlines Newsletter. Clerk had copied and displayed item relating to Eccles to Winterton frontage in the GAM notice board.

- i) **Mrs G Smith** - Resignation Letter.
- j) **Mrs M Butcher** – Resignation Letter
- k) **NNDC** – Local Government Review of Norfolk update letter. Copied and distributed to all Councillors with minutes.
- l) **NNDC** – Annual Parish & Town Council Conference 2009 at Cromer Parish Hall on 11th November plus minutes from the 8th July at Catfield. A suggestion for the agenda was Vandalism in Rural Areas. Clerk to submit this suggestion with any other suggestions after Octobers meeting.
- m) **NALC** – AGM Saturday 12th September at Hevingham Village Hall. No one could attend.
- n) **Mr A Rich** – Resignation Letter
- o) **NNDC Strategic Housing Manager** - Your Choice Your Home Scheme. A new scheme where applicants will be able to view available properties on line. An exhibition will be held in Stalham 18th Sept. Clerk to display lists in notice boards when received.
- p) **Stalham & Happing** - Report to Parishes, Agenda for the 22nd Sept and minutes from the 21st July. No one was available to attend.
- q) **East of England** - Public Consultation Event 2nd Sept – 24th Nov. Primarily to seek responses to four scenarios for housing across the region.
- r) **NALC** – Green building across Norfolk for viewing. Due to the event at Felbrigg no one felt it was necessary to view any buildings.
- s) **Age Concern** – Support for the local minibus as local government have withdrawn funding. Clerk to write and request that funding be reinstated.
- t) **Big Lottery Fund** – Awards for All Invitation Thursday 24th Sept in Norwich. Clerk to clarify whether Hickling is within the criteria.
- u) **Mr M Scott** – Resignation Letter.
- v) **NNDC** – Casual Vacancy Papers
- w) **HEARA** – Response to Defra. Everyone felt that HEARA would give a good response so didn't require any input from the parish councillors.
- x) **Kelling to Lowestoft SMP** – Second update. Copies distributed with minutes.
- y) **Mr M Elliott** - Application for Councillor Vacancy.
- z) **Mr D Beales** - Application for Councillor Vacancy.
- aa) **Mrs L West** - Application for Councillor Vacancy.

6. TREASURER'S REPORT

a)	Expenses	Income
W Diss (Jul + Aug)	£ 100.00	
S Sainsbury (Imprest)	£ 47.25	
NALC (Seminar)	£ 40.00	
E-On (Chg Room)	£ 21.13	
E-On (Com Hall)	£ 34.56	
Strato AG (Web site Hosting chq pd to B Sainsbury)	£ 49.91	
H Nudd (trimming Tree)	£ 40.00	
B G Brooks (rehang gate in play area £45)		
B G Brooks (repairs to mower shed doors £352.88)		
B G Brooks (cover over electric box at chg rm £85.00)	£ 482.88	
Playscape Playground Equipment paid prior to meeting £5175	£ 5175.00	
Total	£ 5990.73	£ 1955.42

- b) End of Year Budget to Date – Distributed July, Oct, Jan & March

- c) Annual Return changes as per Mazars instructions – Consols of £61 input in wrong box, these were changed and initialled by Chairman and Clerk and returned on Friday 4th September.
- d) Nat West investment of £47k expires on the 25th September, all agreed to re invest for another 6 months in same account. Clerk to respond.
- e) Confirmation of £3000 received for the new play area equipment installed by Playscape Playground Equipment.

7. PLANNING

a) NNDC - Decisions –

- 1. Blackhorse Cottage, The Green – Erection of Single-Storey Rear Extension - permit

b) NNDC – New Applications –

- 1. Rose Cottage, Stubb Road – Erection of Single-Storey Front Extension – *Due to*

time

restrictions this property was visited by four councillors who agreed the parish council had ‘no objections’ but to add a comment about an oil tank being close to the boundary. Clerk responded accordingly.

- 2. Martins Nest, The Green – Change of Use from A1 To Residential – no objections

Broads Authority New application –

- 1. Stubb Mill, Stubb Road – Further Major Repairs as per plans – support

Broads Authority – Decisions –

- 1. The Smea – closure of Enforcement File, planning ref BA/2007/0146/FUL

8. PARISH COUNCIL PROPERTY REPORTS

a) Staithe

- 1. Quay Heading quote had been received but as it was over the £500 threshold as per Financial Regulations another two quotes will be required. Cllr D Pugh & Clerk to obtain asap.
- 2. Staithe Seats refurbishment quote was received and at £300 from Mr H Nudd, all agreed to accept this quote. Harry will remove, clean and varnish and return all seats over the winter months.

b) Community Hall

- 1. Hunnies are still uncertain regarding their move to the school, but will keep the parish council informed of their progress. See public Participation.
- 2. The oil level has been checked and can be left until next month when we may have more information for calculating how much oil to order. Clerk to diary

c) Recreation Ground

- 1. A quote to remove all the old wooden fencing around the old bowling green and changing room area has been received from Mr H Nudd, total cost £60. All agreed for this to go ahead as soon as possible. Clerk to respond.
- 2. The new play area equipment has been installed and now the young mums will continue to investigate equipment for the older child and funding etc. Clerk to enquire whether Mr N Law will do a weekly/monthly check for H&S regulations and also to arrange a yearly check by a reputable company.

It was noted that the electric box on the outside of the changing rooms has now been enclosed and locked with a padlock.

The issue of a litter bin in the vicinity of the play area is being investigated.

Vice Chairman H Purnell joined the meeting at 8.35pm

9. RESOLUTION ON SALE OF MALLARD WAY/RECREATION GROUND PLOTS

“That the Parish council obtains quotations from three (3) estate agents with a view to placing the Mallard Way/Recreation Ground plots, upon the open market for sale, such quotations to cover all costs of the marketing process and provide details of all publications and websites upon which the plots will be marketed”

Councillor R Cook proposed and Cllr D Pugh seconded the motion and all agreed for this action to go ahead, when necessary.

10. NEW BUILD UPDATE

1. Chairman Viv Tallowin explained who were on the Sub committee & Advisory Team for the new build project and requested that herself, Viv Tallowin and Shirley Sainsbury be added to the team. Cllr M Elliott proposed and Vice chairman H Purnell seconded the

motion and all were in agreement.

The vote was taken to officially appoint the Sub Committee & Advisory members, Cllr K Moody proposed and Vice Chairman H Purnell seconded the motion and all agreed for the team to be appointed as follows:-

Sub committee :- Chairman R Cook, D Pugh, M Elliott, V Tallowin, H Purnell,
Advisory:- N Baker, M Prettyman, S Mann, R Uttings, R Sandy, S Sainsbury.

All agreed to work within the parish council's Standing Orders, Code of Conduct and that Confidentiality was mandatory.

2. The budget for the New build Team was discussed and a figure of £500 was proposed by Cllr K Moody and seconded by Vice Chairman H Purnell and all agreed for this sum to be authorised. Receipts to be forwarded to the Clerk ,who will keep separate records of all expenditure.

3. Cllr R Cook confirmed that agenda's will be set and minutes kept of all the meetings and

forwarded to the parish council. There will be an update given at each parish council monthly meeting. Clerk will retain a separate file for all the correspondence from the New Build team.

Richard also explained about visiting the new Neatishead hall and meeting with project manager who estimated he had given over 3000 hours to the project, and how important it is to start the sale process of the hall and plots to show intent of taking the project forward for villagers, funders and the charity commissioners etc.

11. FOOTPATHS

The map of the footpaths has been received and councillors were asked to consider dates that they were available for inspecting the paths during October. This will be discussed at Octobers meeting.

12. PROPERTY WALK MEMO

The notes from the property walk on the 3rd August had been distributed with the minutes. *The issue was raised about a bore hole at the Chapel Pit, it was agreed to arrange a date with Mr D Skinner and other interested parties for a discussion on the matter. Clerk to arrange dates.*

13. HEALTH & SAFETY – none

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. Vice Chairman H Purnell proposed and Cllr M Elliott seconded such a motion. All were in approval. The Chairman thanked everyone for their attendance as they left the meeting

The parish council has received 4 resignations, although we only had authorisation for 3 new councillors this month as the fourth vacancy is still waiting to see if an election has to be called. Resignations received were from, Mrs M Butcher, Mr A Rich, Mr M Scott and Mrs G Smith

Three applications had been received for the vacant seats, Mr D Beales, Mr M Elliott and Mrs L West.

All three applicants were co-opted. Clerk to do the necessary paperwork before the next meeting.

DATE OF NEXT MEETING – Monday 5th October 2009 at 7.15 pm in the Community Hall.

There was no further business and the meeting was closed at 9.35pm

.....
Signature

.....
Dated