

**HICKLING PARISH COUNCIL**  
**MINUTES OF PARISH COUNCIL MEETING HELD ON**  
**Monday, 18th May 2009, at 7.15pm in the Community Hall**  
**including the Annual Parish Council Meeting**

**PRESENT:**    **CHAIRMAN:** MRS V TALLOWIN,  
                  **VICE CHAIRMAN:** Mr H PURNELL  
                  **COUNCILLORS:** MRS M ELLIOTT, MRS M BUTCHER, MR I WATTON  
                                  MR D PUGH, MRS K MOODY, MR R COOK, MR A RICH,  
                                  MRS G SMITH  
                  **CLERK:** Mrs S Sainsbury

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**7.15PM Public Participation** – The following point(s) were raised:

1. A question was raised about a possible fuel leak in the mower shed, but it was decided that there was no danger attached and no visible leak from the container, but a bag of cat litter to be purchased and placed in the mower shed, as this is a very useful substance for soaking up any fuel spilled by mistake.

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**7.30 PM The Parish Council meeting commenced with no public participation –**

The Chairman welcomed one parishioner

1. **APOLOGIES** were received from Cllr M Scott
2. **MINUTES OF LAST MEETING** - These were approved as circulated
3. **MATTERS ARISING** - Dog Fouling and Dog Free Zone signs still outstanding will be requested by Clerk when meeting with the Dog Warden on Wed 20<sup>th</sup> May.  
Clerk to follow up Emergency/Disaster Planning Issue.  
Help Clean Up Norfolk invitation was not taken up as the opinion was we did not have enough litter around the village to warrant participating.
4. **ELECTION OF CHAIRMAN AND VICE-CHAIRMAN**  
The Clerk took the chair and asked for nominations for the position of Chairman.  
Cllr M Elliott nominated Mrs Tallowin, and this was seconded by Cllr D Pugh. There were no further nominations and Mrs Tallowin was unanimously elected. The Chairman then resumed the chair and asked for nominations for the position of Vice-Chairman.  
Cllr K Moody nominated Mr H Purnell, and this was seconded by Cllr M Butcher. There

were no further nominations and Mr H Purnell was unanimously elected.

**APPOINTMENTS TO WORKING PARTIES -**

**Finance**

Harry Purnell  
Kath Moody  
Viv Tallowin  
Clerk

**Staithe**

David Pugh  
Alan Rich  
Ian Watton  
Martyn Scott

**Community Hall**

Viv Tallowin  
Kath Moody  
Geraldine Smith  
Mandy Elliott

**Recreation Ground**

Viv Tallowin  
Geraldine Smith  
Harry Purnell  
Alan Rich – Warden

**Churchyard/Grasscutting**

David Pugh  
Martyn Scott

**Childrens Play Area**

Richard Cook  
Mandy Elliott  
Megan Butcher

**Parish Seating**

**Wells Charity**

**Highways/Drainage/Signs**

Ian Watton

Kath Moody

Clerk

**Planning**

Harry Purnell

David Pugh

Viv Tallwin

**Health & Safety/**

**Environmental Issues**

Richard Cook

**Chapel Pit Conservation Group (Non Council) – David & Amanda Skinner, Ian Watton**

Cllr I Watton Proposed and Vice Chairman H Purnell seconded and all were in agreement that the Working Parties as above be accepted, with the proviso that it is revisited when Cllr M Scott can confirm his change from Planning to Staithe working party.

**5. DECLARATION OF COUNCILLORS INTERESTS FOR THIS MEETING - None**

**6. CORRESPONDENCE**

- a) **Allianz Insurance** – Renewal Summary, see item 7c
- b) **Sea Palling & Waxham PC** – Asking for HPC's support for a bus route, but as this does not affect Hickling we felt we could not follow this request up.
- c) **Norfolk Police Authority** – Policing Plan 2009-2012
- d) **J Simmance** – Request to be added to Wet Berth Waiting List. Clerk to respond
- e) **Norfolk Playing Field Assoc** - News Letter Spring 2009
- f) **Norwich Airport** - Proposal to Establish Controlled Airspace.
- g) **Stalham Area Forum** - Area Town & Parish Forum 8<sup>th</sup> July at Catfield
- h) **NALC** – Norfolk Link News letter
- i) **NNDC** - Full Agenda + Standards Committee annual Report
- j) **Equality & Human Rights Commission** - Public Sector Duties Rules. Clerk to file
- k) **HM Revenue & Customs** – Local Councils & VAT Workshops, Clerk to attend 22<sup>nd</sup> July.
- l) **NNDC** – LDF Update Spring 2009
- m) **Mrs P Watton** – A thank you letter from St Mary's PCC about the grass cutting in the churchyard by the volunteer grass cutters. Clerk to forward onto grass cutters.
- n) **Ms C Gray** – A Letter regarding the practice goal posts on the recreation ground. See item 13c2
- o) **Norfolk Constabulary** – New Policing Pledge Information Booklet
- p) **Broads Authority** - Engagement on Climate Change Issues. Clerk to request to be kept informed.
- q) **NNDC** – A new separate contact details for any road sign problems and an update on how the council are tackling the problem in the next year. Clerk to forward details of our signs that require attention, Stalham Road, Barnfield Close, Ouse Lane and to insert information in next news sheet.
- r) **NNDC** – European Elections + Hire of Hall at £100.
- s) **Stalham Players** – Confirmation of cancellation of hiring the Community Hall. Clerk to invoice accordingly.
- t) **Filby Playing Field** - A letter requesting information on Community Hall activities as they wish to build a new hall, under the circumstances it was decided not to respond to the request.
- u) **Hickling Hunnies** – Email request for a letter from the Parish Council to support their funding application. See item 13b2
- v) **Stalham & Happing** – Meeting on the 26<sup>th</sup> May. Cllr D Pugh to attend.

## 7. TREASURER'S REPORT

a)

	<i>Expenses</i>	<i>Receipts</i>
<b>W Diss</b>	<b>£ 50.00</b>	
<b>S Sainsbury (imprest)</b>	<b>£ 36.53</b>	
<b>E-on (Com Hall)</b>	<b>£ 45.19</b>	
<b>Ben Burgess</b>	<b>£ 74.51</b>	
<b>Mrs V Tallowin (refreshments )</b>	<b>£ 45.42</b>	
<b>Mr R Donaldson (Mower shed)</b>	<b>£ 50.00</b>	
<b>H Nudd (4 invoices)</b>	<b>£ 284.00</b>	
<b>E.ON (Rec Grd)</b>	<b>£ 28.51</b>	
	<b>£ 614.16</b>	<b>£ 7528.58</b>

b) Budget to Date – Distributed quarterly, July, Oct, Jan, March

c) Allianz Insurance – Due to the current situation on the Community Hall it was decided that the sum assured be changed and a new quote be obtained, also to include the play area equipment for £20k and reduced Office Equipment to £1500. Cllr K Moody proposed and all agreed that as the insurance was due on the 1<sup>st</sup> June we go ahead with revised figures if Chairman, Vice Chairman, Cllr D Pugh and Clerk agree with the revised quote. Clerk to follow up with Allianz.

d) Annual Return – Clerk confirmed accounts were with Mr R Clark and his costs will still be £450 as last year.

e) Recycling Receipts – Chapel Pit - £1161.18, Pleasure Boat - £94.41

## 8. PLANNING

### a. NNDC New Applications

1.10 Heron Way – Verandah on front – no objections

b) NNDC Decisions - None

## 9. ANNUAL PARISH MEETING UPDATE

The meeting was attended by 20 parishioners and reports were given from Hickling School, HEARA and the Hickling History Group, which unfortunately will not be able to continue in its present form as no one stepped forward for the Chairman or Treasurer's positions. A committee was formed who will look into the folding up of the group and storage of material etc. The Chairman V Tallowin express the Parish Councils regret of the closure and said what a splendid job Mrs H Cornwell and Mr I Kemp had done for the group.

It was suggested that the Parish Council look into using the school hall or St Mary's church for activities instead of building a new community building. After some discussion it was agreed that the church was too far out of the village and the school hall would only be suitable for evening meetings and neither would be suitable for sport related activities. Cllr I Watton remarked for the church to survive the community must use it for other activities.

10. **HEALTH & SAFETY** – All agreed for the Chairman to sign page 21 of the Statement Policy.

## 11. QUESTIONNAIRE RESULTS CONFIRMATION

A copy of the results had been circulated and all agreed with the results. Clerk had already published the results in the May news sheet. These will be used for any funding applications for the new building.

**12. NEW BUILDING/PLOTS**

- 1. Decision on whether the Parish Council are to go ahead with the new Village/Sports Hall, a vote was taken with a show of hands with the result of 8 in favour and 2 against, so the motion was carried and steps will now be taken to take this project forward.
- 2. Decision on selling the existing community hall plot, a vote was taken with a show of hands with the result of 8 in favour and 2 against, so the motion was carried and the plot will be put up for sale in due course.
- 3. Decision of the selling of the two Mallard Way plots, a vote was taken with a show of hands with the result of 9 in favour and 1 against, so the motion was carried and the plots will be put up for sale in due course.

Items 12.1 & 12.3 are both subject to the Charity Commissioners agreement.

**13. PARISH COUNCIL PROPERTY REPORTS**

**a) Staithe.**

- 1. The issue of the dips and holes alongside the quay heading was deferred until June when a meeting with the Broads Authority Rivers Engineer has taken place to discuss the problem and given us some advice. Cllr G Smith proposed and Cllr K Moody seconded and 9 agreed with 1 abstention for the Staithe Warden H Nudd to do some remedial work as soon as possible.
- 2. The winches have been checked and paperwork received by clerk for filing.

**b) Community Hall**

- 1. With the uncertainty surrounding the Community Hall the WI required confirmation that they would be able to hold their jumble sale in the hall on the 19<sup>th</sup> Sep. All agreed for the Clerk to confirm.
- 2. It was agreed for a letter to be forwarded to the Hickling Hunnies confirming that the availability of the hall is only guaranteed until 31<sup>st</sup> July 2009.

**c) Recreation Ground –**

- 1. Clerk to purchase a cork notice board and pin the H&S statement and No Smoking sign on it and Cllr D Pugh will arrange for it to be installed in the mower shed.
- 2. Another meeting with the Mr A Mayhew from the football club to be arranged in August regarding the practice goal post etc. Clerk to diary.

**DATE OF NEXT MEETING – Monday 15<sup>th</sup> June 7.15 pm in the Community Hall.**

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

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**Signature**

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**Dated**