

HICKLING PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING HELD ON
Monday, 5th September 2005, at 7.15pm in the Community Hall

PRESENT:
MRS V TALLOWIN, CHAIRMAN
MR L BEALES
MR S K MOODY
MRS G SMITH
MR T WOODMAN
MR D PUGH

Mrs S Chapman, Clerk/Treasurer

The Chairman welcomed County Councillor C Howell and District Councillor S Partridge and seven parishioners.

1. **APOLOGIES** were received from Mr P Sparks and Mr H Purnell
2. **MINUTES OF LAST MEETING**
These were approved as circulated.
3. **MATTERS ARISING**
None
4. **CORRESPONDENCE**
 - a) **Post Office Ltd, Rural Transfer Advisor** – Informing the council about the closure of the village post office and they will endeavour to reinstate a post office counter as soon as possible. There have been 3 interested parties but only one applicant, it is not possible for a visiting mobile post office as there are only 2 in the country and none are in the Norfolk area.
 - b) **Norfolk County Council** – Norfolk Minerals & Waste Development Framework Draft Statement requesting the council's views of on how to involve the public. The council declined to comment.
 - c) **Charity Commission Recreation Ground Annual Return.** Clerk to respond
 - d) **East Anglian Ambulance CD Rom** – Information on setting up a Response Team in the area for using a Defibrillator. Clerk to approach Stalham & Happing for further advice and maybe include other nearby villages.
 - e) **Archdeacon of Norfolk** - Broads & Rivers Open Churches Project asking if any councillor would like to be a contact person. Clerk to pass copies to St Mary's & Methodist Church.
 - f) **Norfolk Rural Community Council** - Workshops for Funding on the 8 October. No one was available to attend.
 - g) **Norfolk Constabulary** - Informing us of our new Police Community Support Officer. Clerk to include details in the next months news sheet.
 - h) **NNDC – Casual Vacancy** - Confirming that the council can go ahead and co-opt new councillors as soon as practical.
 - i) **Broads Authority** – Statement of Community Involvement, if any comments they are to be forwarded by the 22 September. The council had no further comments to make.
 - j) **Local Works** – Campaign for the Sustainable Communities Bill requesting the Parish Council's support for this Bill. Clerk to respond
 - k) **Defra** – Clean Neighbourhoods & Environment Act 2005, this will enable the Parish Council to issue fixed penalty notices for litter, graffiti, fly-posting and dog offences, in the near future.

- l) **Norfolk Rural Community Council** – Parish Plan Application Form for funding towards the cost of producing a Village Plan. Mr Peter Berrie offered to complete the application form for the council.
- m) **NNDC** - Parish Precept 2006/2007. Clerk to arrange a meeting with the Finance Working Party to enable the Parish Council to fix next years precept figure.
- n) **NNDC** – Licensing Act 2005, Notification of the Greyhound Inn applying for extended hours. This was supported by the council.
- o) **Mrs K Moody** – Secretary/Treasurer of the Old Village Hall would like a meeting arranged with a representative(s) of the Parish Council and the Trustees to discuss whether it is possible for them to have a mobile unit on the recreation ground for the Snooker club until such times the Village Hall issue has been decided. Clerk to respond
- p) **The Playing Field Association News sheet** – Passed to Mr L Beales
- q) **Mr H Harding** - Informing the council about his dispute with the builders in Heron Way with regards to a half built building over the boundary line. Clerk to respond
- r) **Mr D Beales** – A letter applying for a Parish Councillor vacancy.
- s) **Mr C Howell County Councillor** – Email requesting copies of the Parish Council’s agenda and minutes. All agreed and Clerk to add him to our mailing list.
- t) **Mr D Mayhew** - A letter applying for a Parish Councillor vacancy.

Mr T Woodman joined the meeting at 8.05pm with apologies for being late.

READING MATTER CIRCULATED –

- u) Local Works – Ghost Town Britain
- v) Email – Trustee Vacancies
- w) Norfolk Link News Sheet
- x) NNDC – Agenda 7 September (see pg 17)
- y) NNCP – Annual Review Booklet
- z) NNDC – Minutes from 30 June workshop on Local Consultative Forums
- aa) NNDC – LDF Feedback
- bb) NNDC – Agenda 27 July (see pg 63)

5. TREASURER’S REPORT

a)

Ben Burgess (paid)	£ 103.11
B Diss (paid)	£ 50.00
H Nudd (paid)	£ 79.75
Stalham Engineering	£ 9.23
Powergen (Com Hall)	£ 30.28
Powergen (Rec Grd)	£ 9.53
DD & MJ Simmonds	£ 42.00
B G Brooks	£ 194.10
S Chapman (Imprest)	£ 19.83
New Perspectives (PepspeX GAM)	£ 17.33
Quidenham Childrens Hospice	£ 20.00
Fluid Power Solutions	£ 35.25

- b) Budget to Date. To be distributed with minutes
- c) Financial Working Party to arrange meeting for the Precept calculations 2006/2007

6. PLANNING

a. NNDC New Applications -

1. 4 Heron Way – Erection of Detached Garage – supported with comments over the existing half built building at rear of property.
2. 2 Stubb Road – Erection of Single-Storey Rear Extension – supported
3. 6 & 7 Stubb Road – Erection of Two Storey Side Extension to both properties – a site meeting to be arranged
4. Crossways, Staithe Road – Erection of Dwelling and Garage – a site meeting to be arranged

b) NNDC Decisions. - None

7. **PARISH PLAN** – Mr Peter Berrie advised the council that there was enough material to begin work on the questionnaire with help from the councillors, Mrs G Smith, Mr T Woodman offered their assistance but as some councillors were absent this would be approached again at the next meeting.

8. PARISH COUNCIL PROPERTY REPORTS

a) Staithe.

Staithe Forum meeting which was scheduled for the 13th September has been rescheduled for the 11th October to enabled the various groups to finish their proposed plans for the Staithe.

b) Community Hall

1. New Rental Rates. This has been deferred until a full council are present at the October meeting.
2. Painting of the Community Hall Kitchen. It was decided unanimously that Mr Bill Diss the caretaker of the hall should go ahead and redecorate the kitchen as per his estimate of £50 plus materials.

c) Recreation Ground

1. The quote of £170 + Materials for Repairing and Painting of the outside of the Changing Rooms woodwork from Mr Bill Diss was very reasonable, Mrs K Moody proposed and Mr L Beales seconded the motion and all were in agreement that he should go ahead with this work
2. Broken Drain Cover right of the entrance to the Recreation Ground. Clerk to ask Mr B Brooks to repair as soon as possible.
3. A quote for £150 + £30 parts has been obtained for an Air Compressor for easier cleaning of the mower, Mr T Woodman proposed and Mr L Beales seconded the motion and all were in agreement that Mr D Pugh organise the purchase and setting up of the compressor.

d) **Allotments**

1. Rents for allotments were deferred until October as we are still waiting a reply from Mr C Birch of Brown & Co. Clerk to contact him again.

9. **Village Property Inspection.**

This took place on the 15th August 2005, memo attached, but no major works or faults were found.

10. **Standing Orders.** No amendments were deemed necessary.

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. Mr T Woodman proposed, and Mrs K Moody seconded, such a motion. All were in approval. The Chairman thanked the parishioners for their attendance as they left the meeting.

The Councillor vacancy co-otion was postponed until the October Parish Council meeting due to unforeseen circumstances that required verification before proceeding further with the selection of new councillors.

DATE OF NEXT MEETING

Monday, 3rd October 2005 at 7.15 pm in the Community Hall.

There was no further business and the meeting was closed at 10.15pm

HICKLING PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING HELD ON
Monday, 6th March 2006, at 7.15pm in the Community Hall

PRESENT:

MRS V TALLOWIN, CHAIRMAN
Mr M ELLIOTT, VICE CHAIRMAN
MR L BEALES
MRS G SMITH
Mr H PURNELL
MR B NOYE
MRS K MOODY
MRS D MAYHEW
MR D PUGH
Mrs S Chapman, Clerk/Treasurer

The Chairman welcomed six parishioners and District Councillor S Partridge

1. **APOLOGIES** were received from Mr T Woodman, Mr P Sparks and Councillor C How

2. **MINUTES OF LAST MEETING**

These were approved as circulated.

3. **MATTERS ARISING**

5a The payment to S Chapman, should read quarterly payment and not Imprest.

6a The word 'have' was omitted from 'any comments they may have had.'

4. **CORRESPONDENCE**

- a) **St Mary's Church PCC** - They would like permission to have fund raising stalls at the Parish Staithe on Saturday 24th June, Saturday 29th July and Saturday 26th August. All agreed that permission be given. Clerk to respond.
- b) **The Playing Field News Letter** - This was passed to D Mayhew & L Beales.
- c) **Parish & Town Councils** – Norlink News Letter, Clerk highlighted the Training Packages that are now available for Clerks and Councillors.
- d) **North Walsham CAB** - An email thanking the Parish Council for their donation of £25
- e) **NNDC** – Monthly Agenda, which was passed to K Moody
- f) **Audit Commission** – Confirmation that the Annual Accounts for year ending March 2005 have been signed off by the Audit Commission.
- g) **St Mary's Church PCC** - A letter in response to the Parish Council's letter about cutting the churchyards grass, formerly done by Mr R Grimes. See 9 Grass cutting.
- h) **NNDC** - Renewal of the Gaming Act Licence for the Pleasure Boat Inn. As there had been no problems in the past, all were in agreement that the Council support the renewal of the licence. Clerk to respond
- i) **Broads Authority** - Broads Authority Local Development Framework Scheme, revised version.
- j) **Stalham & Happing Partnership** - Representative Meeting 9th March at Wayford Bridge. B Noye to attend and report back to the council any matters concerning Hickling.
- k) **NNDC** - Annual Trade Fair for Tourism Friday 7th April. Any one interested to contact the Clerk for invitation and particulars.
- l) **Norfolk Playing Field Association** – Renewal of membership.
- m) **Hickling Hunnies Playgroup** - A letter outlining their concerns with the Community Hall facilities. See 7a

5. TREASURER'S REPORT

a)

W Diss (Jan & Feb)	£ 100.00
S Chapman (Imprest)	£ 38.86
Audit Commission	£ 293.75
Lycos Web Hosting	£ 98.56
H Nudd	£ 20.00
Powergen (Com Hall)	£ 34.77
Powergen (Rec Grd)	£ 16.05
R Grimes (Churchyard Grass Cutting *	£ 435.00
Playing Field Association Subscription	£ 20.00

* Total was £585 less £150 for purchase of mower from Parish Council

- b) Budget to Date. Distributed with Agenda
- c) A rebate for 2005-2006 of £330.05 was received on the Community Hall rates. Clerk to apply again for the 2006 - 2007 period.
- d) The Audit Commission has signed off annual Return for 2004-2005.
- e) Transfer of funds from Barclays Current Account to Abbey Time Deposit account has been deferred until the end of the financial year. It will cost £20 per transaction and as the Staithe rents are due a larger sum will be transferred in due course.

6. PLANNING

a. NNDC New Applications -

- 1. May Trees, Heath Road – Erection of Front Extension. The closing date on this application was before the next council meeting so the Planning Working Party visited the site and agreed to support the application. Clerk duly responded with the Council's support.

Mr M Elliot declared an interest and left the room while discussion of Eye Farm took place

- 2. Eye Farm, Stubb Road – Erection of Single Storey Side/Front Extension - supported
- 3. Field View, The Street – Erection of Single Story Side Extension & Bay Window to Front elevation – supported

b) NNDC Decisions.

- 1. Rose Cottage, Stubb Road – Erection of Two Storey Side Extension - permitted

7. PARISH COUNCIL PROPERTY REPORTS

a) Community Hall

Mrs D Mayhew declared an interest and left the room while the following was discussed.

The Hickling Hunnies letter outlined various concerns they had about the Community Hall facilities, this had been received too late for last months meeting so it was passed to the Community Hall Working Party to meet with the Hunnies and discuss the problems. The main concern being the heating arrangements, which were not compatible with the opening times of the playgroup, especially when the weather is extra cold. Due to the current cost of oil it was suggested a fuel charge be levied for the coldest months only and the heating adjusted as necessary. Mr H Purnell proposed and Mrs K Moody seconded the motion and all were in agreement that a charge of £20 per month be levied for February & March with a review in April. Clerk to respond

All agreed to keep Michael Elliott in charge of setting the weekly timer, so the heating cannot be left on by mistake and to be put on 30 mins before hirers' session starts.
They also requested that the curtains be re hung as on bright days there is no shading available.
All agreed that the curtains should go back up. Clerk to respond
The Hickling Football Club have kindly given back to the Parish Council the Referee Shed which is to be re sited at the Community Hall so some of the tables and chairs can be stored in it, to avoid the possibility of the front Fire Exit being blocked.
L Beales to organise.

8. Staithe

The Dry berths are to be increased with same increase rate as wet berths for 2006-2007 season. Mr D Pugh proposed and B Noye seconded and all agreed that the motion be passed.
Clerk to respond

9. Grass Cutting

St Mary's Church in reply to our letter, requested extra information about the cutting of the churchyard grass undertaken by Mr R Grimes who is paid by the Parish Council. Unfortunately Mr R Grimes has decided to retire from grass cutting but had passed on another person's name. David Pugh has met the man concerned and if a place for storage of the mowers can be found he will be happy to take on the task. It was suggested that if the Parish Council's spare mowers were on permanent loan to the Church they could take full responsibility of the grass cutting.

10. Village Plan Update

The questionnaire is at the printers and should be ready for delivery week ending 17th March. A period of 7-10 days between delivery and collection was agreed. Peter Berrie gave a summary of what will need to be done once the data has been analysed.

11. Web site Rental Review

The web site has proved to be a popular site with approximate 10,936 visits in the last year. Brian Sainsbury updates the site each month with items from the monthly news sheet and the Parish Council monthly minutes. It was proposed by Mrs K Moody and seconded by Mr

H Purnell that the rents remain the same at £13 per year per page and all agreed that this motion be passed. Clerk to write and thank Brian for his hard work and time in keeping the web site up to date.

DATE OF NEXT MEETING - Monday, 3rd April 2006 at 7.15 pm in the Community Hall.

There was no further business and the meeting was closed at 9.55pm

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Signature

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Dated

HICKLING PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING HELD ON
Monday, 6th June 2005, at 7.15pm in the Community Hall

PRESENT:
MRS V TALLOWIN, CHAIRMAN
MR M ELLIOTT, VICE CHAIRMAN
MR L BEALES
MR P SPARKS
Mr H PURNELL
MR T WOODMAN
MR D PUGH

Mrs S Chapman, Clerk/Treasurer

The Chairman welcomed eight parishioners.

1. **APOLOGIES** were received from Mr R Donaldson, Mrs G Smith, Mrs K Moody and District Councillor S Partridge
2. **MINUTES OF LAST MEETING**
These were approved as circulated.
3. **MATTERS ARISING**
The Chairman, Mrs V Tallowin and the Vice Chairman Mr M Elliott signed their Declaration of Office forms after being re elected at the 9th May meeting.
4. **CORRESPONDENCE**
 - a) **Broads Authority** – A Local Development Framework on Planning through out the Broads area this was passed to **Mr P Sparks** who will report back to the council with any areas concerning Hickling.
 - b) **NNDC** – A consultation event for Local Development Framework Planning issues in Norfolk is being held in Stalham on 17th June. Unfortunately no one is available to attend. **Clerk to request minutes of meeting.**
 - c) **Norfolk Playing Fields Association** – Notice of their AGM on July 7. No one is available to attend.
 - d) **Broads Authority** - The Broads authority have commissioned The Tourism Company to develop a tourism strategy for the broads area. **Mr P Sparks** will attend the meeting in Horning, Tuesday 28 June and report back on any matters concerning Hickling.
 - e) **Mr A Dalton** - A letter reporting the theft of a ‘roller furling gear’ from his boat on the parish staithe sometime between 8 Mar – Apr 11. The staithe warden has not had any reports from other boat owners of any thefts so the council can only presume this was a isolated incident. **Clerk to respond**
 - f) **NNDC** – A Letter confirming that the council may co-opt a new councillor onto the council as the District Council have not had any requests for an election. The vacancy to remain open until the 20th June when all applicants will be considered.
 - g) **NNDC** - Draft Statement of Community Involvement for Planning. This was passed to David Pugh who will report back to the council any matters concerning Hickling.
 - h) **The Planning Inspectorate** - The appeal for the Erection of an Engineering Workshop behind Bay Cottage, The Green has been dismissed by the Inspectorate.
 - i) **Upper Thurne Waterspace Management Plan** – A questionnaire towards a collective vision. Mr P Sparks completed on behalf of the council and Clerk to forward.
 - j) **NCC** – Temporary Traffic Order for Hickling Lane between 6-10 June.

- k) **Broadlands Road** – Six letters of complaint about the use of the field behind Broadlands Road being used by person(s) on mini motor bikes. The field belongs to Applegate Garages, Stalham Green, who has given permission for his son to use the field. This is legal but for complaints about the noise levels each individual householder must write to NNDC, Environmental Health Protection Team East, who will investigate further. The Parish Council cannot act for the householders. **Clerk to respond to each householder.**
- l) **Mr B Noye** – A letter applying for the Parish Councillor vacancy. **Clerk to respond**
- m) **Mrs D Mayhew** - A letter applying for the Parish Councillor vacancy. **Clerk to respond**
- n) **Anonymous Letter** - Complaining about a welding business going on behind one of the local shops. **No action**
- o) **Norfolk Playing Fields Association** - Resolution for debate at AGM 7 July. No one available to attend.

READING MATTER CIRCULATED – None for Circulation

5. TREASURER’S REPORT

a)

H Nudd	£ 100.00
Powergen (Rec Grd)	£ 14.67
Powergen (Com Hall)	£ 28.17
B G Brooks	£ 36.60
B Systems	£ 15.00
Mr C Hollis	£ 56.50
H Nudd	£ 12.00
Nicholsons	£ 35.67
Town & Parish	£ 3.20

- b) Budget to Date – A new budget format comparing last years budget/actual against this years budget and actuals to date.
- c) R Clarke has done preliminary accounts and will be writing to the Clerk in due course so the Annual Return can be completed and forwarded.

6. PLANNING

a. **NNDC New Applications - None**

b) **NNDC Decisions.**

1. Gardenia, The Street – Erection of Rear Conservatory – permitted
2. Bay Cottage, The Green – Erection of Engineering Workshop – Appeal Dismissed
3. Broadwalk, Staithe Road – Erection of Front Boundary Wall - permitted

- 7. **PARISH PLAN** –There were 380 suggestions and after much deliberation the Suggestion Winner was for the Defibrillator, this was suggested by two parishioners, Mrs T Hannant and Mr R Clay so each will receive either the box of chocolates or the box of biscuits. This suggestion will be taken forward to see if it’s a viable idea. Thank you to everyone who took part. **Clerk to respond**

Mr T Woodman joined the meeting at 8.35pm with apologies for being late.

8. PARISH COUNCIL PROPERTY REPORTS

a) Staithe.

1. Staithe Forum meeting to be held on the 20 June 7 pm in the Community Hall and Mr David Pugh will be chairing the meeting to find out if the parishioners/boat owners still wish for the Staithe Forum to continue.
2. It was brought to the Council attention that the Graylag Geese are becoming a nuisance around the Staithe. **Clerk to contact** Broads Authority or NNDC Environmental Health Dept for any information on the matter.
- 3.

b) Community Hall

1. Cleaner/Caretaker position has been advertised and Mr W Diss, Heath Road applied for the position. The Chairman, Vice Chairman and Clerk met with Mr Diss on Saturday 4th June and recommended him to the Parish Council, all agreed that Mr Diss be offered the job to start on 6th June 2005. Mr W Diss accepted the position as the job description at a salary of £50 per month, which will initially be until 31st December 2005 when the position will be reviewed. The

full salary of £50 to be paid in full for the month of June. **Clerk to respond**

c) Chapel Pit Car Park & Village Pond

1. The Car Park has now had the holes filled in and Mr H Nudd has sprayed around the pond

9. **Village Shops** – A meeting took place on the 1st June for all volunteers and councillors to discuss the way forward as both shops had agreed to close 31st August. At that meeting it was announced that someone had taken steps to take over both shops in a different location. The overall opinion was to leave the situation as it is for the time being.

10. Defibrillator

Mrs T Hannant will find out more information about the machine and the courses also to enquire whether the person from Smallburgh, who already operates a scheme, would be willing to come and give a demonstration/talk to the Parish Councillors.

11. **Standing Orders.** These are to be updated so all Councillors are requested to read them and have any comments/alterations ready for the July council meeting.

DATE OF NEXT MEETING

Monday, 11th July 2005 at 7.15 pm in the Community Hall.

There was no further business and the meeting was closed at 9.00pm

HICKLING PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING HELD ON
Monday, 7th February 2005, at 7.15pm in the Community Hall

PRESENT:
MRS V TALLOWIN, CHAIRMAN
MR M ELLIOTT, VICE CHAIRMAN
MRS K MOODY
MR L BEALES
MR D PUGH
MRS G SMITH
Mr H PURNELL
MR E LINDO

Mrs S Chapman, Clerk/Treasurer

The Chairman welcomed seven parishioners.

1. **APOLOGIES** were received from Mr R Donaldson, Mr t Woodman and Mr P Sparks
2. **MINUTES OF LAST MEETING**
With two corrections as follows these were approved as circulated.
Correction pg3, 9b4 amount should have read £150 and pg4,9c1 the word 'day'
was replaced with the word 'session'.
3. **MATTERS ARISING**
4. **CORRESPONDENCE**
 - a) **Stalham & Happing Shoreline Management Plan** – Meeting on 9th February no councillors were available to attend.
 - b) **Norfolk County Council** – Norfolk Matters newsletter about budgets. Questionnaire to be filled in by Chairman and Clerk.
 - c) **Office of the Deputy Prime Minister** – Freedom of Information. Authorisation of qualified person(s). Clerk to set up new file with all Freedom of Information leaflets.
 - d) **North Norfolk Crime & Disorder** - A conference on Crime & Anti-social Behaviour is being held on 4th March formal agenda.
 - e) **North Norfolk District Council** – Car Parking policy changes to surrounding area.
 - f) **Norfolk County Council** – Periodical electoral review, final recommendations of the boundary committee to England..
 - g) **Norman Lamb** – A parishioner has written to Norman Lamb regarding the missing Stubb Road sign, Norman Lamb has written to Nick Baker, Head of Environmental Health on our behalf. The missing sign has been enquired about many times, the Assistant Chief Executive and the Chief Executive have been written to but as today's date no reply. Clerk to respond
 - h) **North Norfolk District Council** – Booklet on Housing Stock Transfer.
 - i) **North Norfolk District Council** – Nelson Bicentennial Celebrations 2005. Any events taking place can be advertised in their Event Listing Celebrations 2005, forms to be returned by 11 March 2005.
 - j) **North Norfolk District Council** - Planning Appeal letter for Bay Cottage, the Green, Hickling. Clerk to respond to the address in Bristol that the council supported the Planning application.
 - k) **Norfolk Rural Community Council** - Money available for Rural Projects. Clerk to request application forms.

- l) **Rev'd N H Khambatta** – Further to the council's discussion with Charles Birch about the rental for the field rented from St Mary's Church, the PCC are looking at taking over the responsibility of the rent themselves. Rev'd N H Khambatti expressed the PCC thanks for supporting the church in past years. Clerk to respond
- m) **G Longbottom** – Thanking the council in relation to the above letter. Clerk to respond.
- n) **WRVS** – Requesting a donation this was declined as the donation budget has been spent for this financial year.
- o) **Norman Lamb** – OFCOM Consultation, there is a possibility that our public telephone boxes may be axed. Clerk to write and express that our two telephones boxes are vital to our village.
- p) **The Countryside Agency** – Criteria for undertaking a review of boundaries of National Park or area of outstanding Natural Beauty.
- q) **Town & Parish Council Norfolk Link** - Newsletter

5.

D Beales	£ 40.00
D Mayhew	£ 40.00
Allianz Cornhill Insurance	£ 49.51
C Phillips	£ 50.00
S Chapman	£ 37.00
E Lindo	£ 11.15
M G Johson	£ 41.22
H Nudd	£ 27.00
P Deane	£ 20.00

- b) Budget to Date – to be distributed with minutes

6. PLANNING

a. NNDC Decisions:

1. Millview, the Green – erection of single-storey front extension - permitted

b. NNDC New Applications:

1. Rose Cottage, Stubb Road – erection of double garage, site meeting

c. Panning Appeal – Bay Cottage, The Green, appeal letter. Clerk to write to Bristol address confirming support for the application.

7. **PARISH PLAN** – Meeting confirmed as 1st April 3pm – 7pm, 2nd April 10am – 4pm these two days as an introduction to what a village plan is and for parishioners to give their comments. On the 11th April there will be a formal presentation of a village plan in readiness to producing a village questionnaire.

8. PARISH COUNCIL PROPERTY REPORTS

a) Staithe.

1. Staithe Working party meeting – The new Wet Berth Agreement is now in place and will be sent out in the next couple of weeks along with the Dry Berth renewals. Both Wet and Dry renewals will be bought into line with the end of the financial year (1April – 31 March) so we will be collecting 13mths rental this year.
2. The working party have tidied up the roadway down on the staithe but due to wet conditions the roller could not be used this time.
3. The Staithe working party would like to see more councillors at the Staithe Forum meetings. The next Staithe forum meeting is the 21st March at 7.30pm

b) Recreation Ground

1. Mr B Brooks has started on the conversion of the storage sheds for the new mower and there will two extra items on original invoice for extra wood and keys.
- 2 It was agreed the Mr R Grimes will continue cutting the churchyard grass as the new mower cannot be used for this purpose. Mr L Beales proposed and Mr H Purnell seconded the motion that Mr R Grimes will be paid on a yearly basis being £582.00 for this season. The council would like to thank Ross Donaldson and David Pugh for all their hard work in this area.
- 3.The grass cutting rota is in place, but 4/5 people are still required for cutting the recreation ground minus the football pitch. Clerk to advertise in next news sheet.

Other Parish Council Property matters

1. It was brought to the councils notice that some dog walkers are NOT disposing of their doggy bags in the correct manner, ie taking them home with them. Clerk to include this in next month news sheet.
 2. Trees at High Hill still have not been dealt with. Clerk to write to Charles Birch, Brown & Co.
8. **WEB SITE** – Brian Sainsbury updated everyone on the current state of the web site at the start of the council meeting as he had to leave by 8pm. The name has been registered as ‘Hickling-Village-Norfolk.co.uk’ but as yet is not available online until more information as been attended to. The council to make a decision as to whether the monthly minutes should be on the web site.

9. 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. Mr H Purnell proposed, and Mr E Lindo seconded, such a motion. All were in approval. The Chairman thanked the parishioners for their attendance as they left the meeting.

Mr L Beales declared an interest in the following point and left the meeting at 9.30pm

2. Caretaker/Booking Clerk Community Hall – Deferred until next meeting.

DATE OF NEXT MEETING

Monday, 14th March 2005 at 7.15pm in the Community Hall.

There was no further business and the meeting was closed at 9.50pm

HICKLING PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING HELD ON
Monday, 7th November 2005, at 7.15pm in the Community Hall

PRESENT:

MRS V TALLOWIN, CHAIRMAN
Mr M ELLIOTT, VICE CHAIRMAN
MR L BEALES
MRS K MOODY
MRS G SMITH
Mr P SPARKS
Mr H PURNELL
MR B NOYE
MRS D MAYHEW
MR D PUGH
Mrs S Chapman, Clerk/Treasurer

The Chairman welcomed five parishioners.

1. **APOLOGIES** were received from Mr T Woodman
PC Gywnn did not make this meeting but will try and make next months meeting.
2. **MINUTES OF LAST MEETING**
These were approved as circulated.
3. **MATTERS ARISING**
The sentence *Mr L Beales declared an interest in 7b1* had been omitted from the minutes
4. **CORRESPONDENCE**
 - a) **NNDC** – NNDC Partnership Stakeholders Conference on Wednesday 7th December, no-one was available to attend.
 - b) **Parish & Town Councils** – Annual Report and AGM on 12th November.
 - c) **The Playing Field Association New Letter** - Passed to L Beales
 - d) **NCS** – Norfolk Minerals & Waste Development Framework Draft SCI, the council had no comments to make
 - e) **NNDC** – Area Forum at Sea Palling 9th November as no one could attend Clerk to obtain notes/minutes of meeting.
 - f) **NNDC** – Licensing Act 2003, an application for the Pleasure Boat Inn to extend their hours for regulated entertainment. No objections were raised.
 - g) **S Chaplin** – An invitation to attend a meeting on the 15th November to look at issues involved in applications about Renewable Energy Projects, ie Wind farms. No one was available to attend.
 - h) **S Chaplin** – A request for information on Mapping software & Ordinance Survey. The opinion was that Hickling is very unlikely to use this facility. No action required.
 - i) **NCS** - Local Transport Plan 2 consultation covering a five-year period from 4/06 – 3/11. A small questionnaire to be completed. Chairman & Clerk to action.
 - j) **NNDC** – A letter from Mr PJ Ingham, countryside & Parks Manager about Overgrown Vegetation at the Junction of The Green/Chapel Road. The NNDC are not responsible for the cutting of this hedge, as the properties have now been transferred to a Private Landlord. Clerk to investigate.
 - k) **Mrs E Kingston & EACH** - A thank you letter for the donation of £20 kindly passed on from Mrs K Moody in lieu of a payment to herself.
 - l) **NNDC** - Agenda for the 2 November. No items to report
 - m) **North Walsham & District CAB** – A request for a donation. Clerk to confirm how much has been paid in donations for this financial year in keeping with the budget.
 - n) **Mrs J Marshall** - A thank you letter for the hire of the hall and the caretaker Mr Bill Diss had been a great help to her in getting the hall ready. The dance was a great success and raised £700 for Sight Savers International

- o) **Stalham & Happening Partnership** - An invitation to the AGM on the 10th November at Wayford Bridge, Mr Brian Noye will attend and report back to the council.
- p) **Broads Authority** - The Authority's Broads Research Advisory Panel will be hosting a seminar on Thursday 24th November about the broads in 2050. No one was available to attend.

5. TREASURER'S REPORT

a)

W Diss	£ 50.00
W Diss (replacement cheque)	£ 50.00
Stalham Engineering	£ 6.98
B G Brook (Drain Repair x 1)	£ 48.00
Staples	£ 21.73
Stalham DIY	£ 68.73
W Diss (Painting Com Hall Kitchen)	£ 50.00

b) Budget to Date. Distributed with minutes

c) **Precept calculations 2006/2007**

The councillors were presented with a breakdown of the Business Expenses for the current year and previous years expenses and it was agreed that the precept must be kept in line with rising prices. Mr H Purnell proposed, Mr D Pugh seconded that the precept increase be raised by £1000, approximately £2.22 per household per annum. This was put to the vote resulting in 5 votes to 4, with 1 abstention therefore this motion was carried.

6. PLANNING

a) **NNDC New Applications -**

1. Land at Priory Farm, Hickling – Application for a Lawful Development Certificate, Proposed use of land for stationing mobile poultry sheds – This was for information only as the Parish Council are not allowed to comment on LDC.
2. Old Village Hall Site, Stubb Road – Amended Plans of Dwelling & Garage – Site meeting to be arranged.
3. Hickling Windsurfing Club Car Park – Erection of Building to provide Changing Facilities – Objected, as design is not in keeping with the environment and existing drainage is already overloaded.

The Chairman Mrs V Tallowin declared an interest in the Windsurfing plans and left the room while discussions were in progress.

b) **NNDC Decisions.**

1. Cartref, Doves Corner – Erection of Single Storey Rear Extensions & New Roof to provide Living Accommodation – permitted
2. Dovecote, Doves Corner – Erection of Single Storey rear Extension – permitted
3. 2 Stubb Road – Erection of Single Storey Rear Extension – permitted
4. Crossways, Staithe Road – Erection of Dwelling & Garage – permitted
5. 6 & 7 Stubbs Road – Erection of Single Storey Extensions – permitted

7. PARISH COUNCIL PROPERTY REPORTS

a) **Staithe.**

1. Forum Update notes were not available. Clerk to contact P Berrie
2. A new winch is required on the Pleasure Boat side of Staithe, but it was agreed to leave until springtime. Clerk to diary

b) Community Hall

1. The rental for the Hickling History Group to remain at £100 for the next year with a request that the History Group would be willing to paint the floor outside the History room. Clerk to respond. Also the Hickling Football Club rent to remain at £100 for the next year.
2. The rental hire for Paston College and Slimming World to be £20 per 3 hour session.
3. Mr B Diss has painted the Community Hall kitchen but will put another coat of paint on all round. The council extend their thanks to Bill for this work.

c) Recreation Ground

1. The safety check report on the Recreation Ground Play Area was passed to Debbie Mayhew who will report back to the council with comments on a course of action for the playground area.
2. The concrete pipe in the playground to be removed as soon as possible V Tallowin and L Beales to organise.
3. Mr D Beales is organising the purchase of the air compressor for the cleaning of the mower.

d) Benches

Mr Peter Sparks will organise the removal and winter storage of the 4 benches around the village and any maintenance that is required before they are replaced next spring. The council extend their thanks to Peter for this work.

e) Dykes and Hedges

It was brought to the councils attention that a dyke in High Hill has been filled in which will cause a problem in the future. L Beales to investigate and report back to the council.

Also various hedges around the village are causing concerns where they narrow the road, which is dangerous for pedestrians and cyclists alike. Clerk to respond

f) Allotment Rents

This has been deferred until Charles Birch of Brown & Co have confirmed the rental charged by them to Hickling Parish Council. Clerk confirmed Invoices have been sent with a note about the a change of rent next April.

8 Working Parties Revised. A new list be will be distributed with the minutes

9 Village Plan Update

Peter Berrie and Clerk to meet with the Norfolk Rural Community Development Field Officer, Carolyn Heydon on Wednesday 9th November to draft out the application form

for a grant towards the cost of producing the Village Plan.

DATE OF NEXT MEETING - Monday, 12th December 2005 at 7.15 pm in the Community Hall.

There was no further business and the meeting was closed at 10.05pm

.....
Signature

.....
Dated

HICKLING PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING HELD ON
Monday, 9th May 2005, at 7.15pm in the Community Hall
including the Annual Parish Council Meeting

PRESENT:
MRS V TALLOWIN, CHAIRMAN
MR M ELLIOTT, VICE CHAIRMAN
MRS K MOODY
MR L BEALES
MR P SPARKS
MRS G SMITH
Mr H PURNELL
MR T WOODMAN
MR D PUGH
Mrs S Chapman, Clerk/Treasurer

The Chairman welcomed six parishioners.

1. **APOLOGIES** were received from Mr R Donaldson and District Councillor S Partridge

2. **MINUTES OF LAST MEETING**

These were approved as circulated with one correction in the Confidential Session, Mr E Lindo should have read Mr L Beales.

3. **MATTERS ARISING**

The minutes of the 7th February 2005 a correction under Correspondence 1) the word 'from' should have read 'for'

4. **ELECTION OF CHAIRMAN AND VICE-CHAIRMAN**

The Clerk took the chair and asked for nominations for the position of Chairman. Mrs K Moody nominated Mrs Tallowin, and this was seconded by Mr P Sparks. 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. Mrs K Moody nominated Mr Elliott, and this was seconded by Mrs G Smith. There

were no further nominations and Mr Elliott was unanimously elected. **Clerk to arrange signing** of acceptance of office form.

APPOINTMENTS TO WORKING PARTIES -

Finance

Harry Purnell
Clerk

Staithe

Peter Sparks
Laurence Beales
Tony Woodman
David Pugh

Community Hall

Michael Elliott
Viv Tallowin
Kath Moody
Ross Donaldson
Clerk

Recreation Ground

Michael Elliott
Laurence Beales
Viv Tallowin
Geraldine Smith

Churchyard/Grasscutting

Ross Donaldson
David Pugh

Footpaths

Laurence Beales

Village Liaison

Tony Woodman

Wells Charity

Michael Elliott

Kath Moody

Highways/Drainage

Tony Woodman

Planning

Viv Tallowin

Michael Elliott

Harry Purnell

David Pugh

Clerk

Parish Seating/Signs

Peter Sparks

Mr D Pugh Proposed and Mr M Elliot seconded and all were in agreement that the Working Parties be accepted.

KEY LIST for PARISH PROPERTY

RECREATION GROUND – V Tallowin, A Mayhew, S Chapman, L Beales

RECREATION GROUND TOILETS – S Chapman, L Beales + Referees changing shed.

COMMUNITY HALL – M Elliott, V Tallowin, S Chapman, Hickling Hunnies, G Smith,
P Sparks, R Donaldson and History Group.

LAWN MOWERS – D Pugh

MOWER SHED – D Pugh, R Donaldson, S Chapman and designated volunteers.

Mr T Woodman and Mr H Purnell joined the meeting at 7.40pm with apologies for being late.

5. CORRESPONDENCE

- a) **NNDC** – Confirmation of Hiring of Community Hall for Elections. All agreed that a cost of £105.00 be requested for the hiring of the hall. **Clerk to forward form.**
- b) **NCC** – In response to the Hickling Parish Councils letter about footpath no.5 **Mr L Beales** is to investigate and report back to the council. The footpath is due for cutting in May by the NCC.
- c) **St Mary's PCC** – Requesting fund raising stall at the Parish Staithe on Sat. June 25th, Sat. July 30th and Sat. August 27th, All were in agreement. **Clerk to confirm.**
- d) **World UK Trading Ltd** – Permission for a House to House Collection in Hickling in October/November in aid of East Anglian Air Ambulance. All were in agreement for collection to go ahead. **Clerk to verify and if so confirm.**
- e) **Broads Authority** – Consultation paper on Boat Safety Requirements, This was passed to Mr P Sparks who will forward it onto other councillors on the Staithe Working Party.
- f) **NNDC** – Casual vacancy forms for advertising the vacant councillor position on the Hickling Parish Council. **Clerk to put up forms.**
- g) **Mr G W Harper** – Wrote to request that the Recreation Ground Toilets be re-opened. **Clerk to respond** giving the reasons why they were shut and the Parish Council have agreed to keep them closed for the immediate future.
- h) **Mr H Harding** – Wrote to the council with a list of suggestions for the Village Plan. **Passed to R Donaldson** for inclusion in the Village Plan questionnaire.
- i) **Nelson Bicentenary Year** – On October weekend 21-23 there will be celebrations across the country and lighting of beacons on the Friday 21st. The **Clerk** to advertise in the news sheet for any volunteers/groups to organize an event in Hickling.
- j) **Audit Commission** - Annual Return Form to be returned by the 10th October 05.
- k) **NNDC** – Planning consultations and related matters. – A letter from Head of Planning, Mr S J Oxenham clarifying a number of points in relation to consultation arrangements. **Clerk to respond** to last paragraph about training to express an interest and whether we could have a meeting in the Community Hall with him.

- l) **Broads Authority** – Broads Authority Local Development Framework – Key Issues. An annual meeting on the 12 May but no councillors were available to attend.
- m) **NNDC** - Proposals for Future Arrangements for Consultation and Community Engagements with North Norfolk. A meeting on the 30th June for debate on communications with Parish Councils. No councillors were available to attend.
- n) **Kings Lynn Consortium Internal Drainage Board** – A Meeting on the 23rd May at Lessingham Village Hall. This was passed **Mr T Woodman** who will attend and report back to the council at the next meeting.
- o) **D Mayhew** – Hickling Hunnies as a regular user of the Community Hall whether it would be possible for them to have their own key. See Community Hall.

READING MATTER CIRCULATED – List attached

6. TREASURER’S REPORT

- a) The following cheques were paid before the 9th May meeting (March Payments)

D Beales	£ 40.00
D Mayhew	£ 40.00
S Chapman	£ 500.00
S Chapman Village Plan expenses	£ 50.00
D Pugh Mower/Fuel expenses	£ 230.74
Brown & Co Allotment rent	£ 400.00
Viking Direct	£ 36.92
Broads Internal Drainage Board	£ 12.35
G Goff Com.Hall	£ 455.25
North Walsham Fire Protection	£ 41.13
Town & Parish Councils	£ 152.52

To be Paid

D Beales (£40 + 3 weeks)	£ 67.69
D Mayhew (£40 + 5 weeks)	£ 86.15
S Chapman	£ 24.58
Allianz Cornhill Insurance PLC	£ 3371.06

- b) Budget to Date – to be distributed with minutes
- c) R Clarke has agreed to audit the Parish Accounts for 2004-2005. Clerk to pass all relevant paperwork to him.
- d) Community Hall Rates for 2005-2006 - £647.49 paid by Direct Debit monthly
- e) Recreation Ground Rates for 2005-2006 – 179.35 paid by Direct Debit monthly.

Mrs G Smith left the meeting at 8.35pm feeling unwell.

7. PLANNING

a. NNDC New Applications

- 1. Glydale, The Green – Erection of First Floor Extension + Single Storey Rear Extension - supported
- 2. Burwell Acres, Stalham Road – Conversion of Barn to One Unit holiday Accommodation – objected, **Clerk** to write with comments.

b) NNDC Decisions

- 1. White Gables, Stubb Road – Retention of Rear Conservatory – permitted

2. Bay Cottage, The Green – Erection of Engineering Workshop – Site visit by The Planning Inspectorate on 10th May 2005.

Clerk left the room for the following item.

8. CLERKS REMUNERATION

The Clerks salary has not been revised since 2003 and to keep in line with National Guide Lines, ‘that no Clerk should be paid less than £7.62 ph’, Mrs K moody proposed and Mr H Purnell seconded that the salary be raised by £400 to £2400pa from 1st April 2005 with another review in April 2006.

9. PARISH PLAN – Update on Suggestion Winner

10. PARISH COUNCIL PROPERTY REPORTS

a) Staithe.

1. Mr C I Hollis, has relinquished his Dry berth 69 due to unforeseen circumstances and as his cheque had already been banked **Clerk** to raise repayment cheque.
2. Mr Atkins, has relinquished his Wet Berth 6 so it was offered to the next person on the wet Berth waiting list Mr D Pugh who has accepted the berth.
3. Staithe Forum future meetings, Mr D Pugh to arrange next meeting and to confirm whether parishioners/berth holders wish the forum meetings to continue.
4. Mr H Nudd informed the council that a sign had been stolen and found in Lathams Car Park and subsequently returned by Mr Ray Gower, of Catfield who had retrieved it from Lathams Car park. **Clerk** to write and thank him.

b) Community Hall

1. Hedge Trimming – All were in agreement that H Nudd be given the hedge cutting job. Harry agreed to strim and spray around the Community Hall for a total cost of £100.
2. History Room window – The History Group reported that the window in the History room needed attention as soon as possible. The councillors wondered whether the History Group could apply for a grant to repair the window whereas the council cannot. **Clerk** to write to History Group with this suggestion.
3. Job Description for Vacancy Cleaner/Key holder at community Hall. This was agreed and Clerk to advertise in News sheet and local venues.
4. Keyholder & Booking Clerk it was agreed that the Clerk take on Booking/ issueing of Invoices for Community Hall. Mr P Sparks to have a key for ad hoc hirers of Community Hall, Mrs G Smith will keep a key for the School and Ladies Group. Mr H Purnell proposed and Mr T Woodman seconded that the Hunnies Playgroup retain their own key for the present time. **Clerk** to arrange.

c) Allotments

1. Vacant plot 26a Mrs W Crisp expressed an interest in this plot and it was agreed to offer the plot at an annual rent of £36.00 **Clerk** to respond
2. Contact Charles Birch for update on Allotment Rents. **Clerk** to arrange.

Other Parish Council Property matters

1. Before Mrs G Smith left the meeting she queried the progress on the Chapel Car Park. This has been arranged for the end of July, Mr J Tallwin to supply materials and Mr R Gibbs, Mr L Beales and Mr D Beales have volunteered to do the work.
2. Mr T Woodman to chase Mike Young about the planter around the Village sign.

11. WEB SITE – Web site has received an income of £109 with 4 outstanding payments still to be paid against an expense of £72.00, and over 1000 people/viewers have looked at the site. It was suggested that a page be added for the monthly minutes to be included, Mr B Sainsbury to be asked if this is now possible. All were in agreement that Mr B Sainsbury be thanked for his hard work. Clerk to respond.

DATE OF NEXT MEETING

Monday, 6th June 2005 at 7.15 pm in the Community Hall.

There was no further business and the meeting was closed at 9.40pm

CIRCULATION LIST @ 9th May 2005

1. NNDC – Public convenience Opening Schedule
2. NCC – Annual Report from Norfolk County Council's Passenger Transport unit Board
3. Broads Authority Board – Local Development Scheme
4. Norwich Cathedral Campaign
5. NCC – How your Money is Spent booklet
6. Parish & Town Councils collection at Norwich Millennium Library
7. Patient & Public Involvement Forum (PPI)
8. Parish & Town Councils – Norfolk Link Booklet
9. Environment Agency – News letter April 2005
10. NNDC – Local Development Framework

HICKLING PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING HELD ON
Monday, 10th January 2005, at 7.15pm in the Community Hall

PRESENT:
MRS V TALLOWIN, CHAIRMAN
MR R DONALDSON
MR L BEALES
MR T WOODMAN
MR D PUGH
MRS G SMITH
Mr H PURNELL
MR E LINDO
MR P SPARKS
Mrs S Chapman, Clerk/Treasurer

The Chairman welcomed two parishioners.

1. **APOLOGIES** were received from Mr M Elliott and Mrs K Moody
2. **MINUTES OF LAST MEETING** These were approved as circulated.
3. **MATTERS ARISING**
4. **CORRESPONDENCE**
 - a) **Norfolk Traveller Liaison Group** – Protocol for Consideration of Unauthorised Encampments booklet outlining procedures to follow if the occasion arises whereby travellers have ‘set up camp’ on unauthorised ground in our area.
 - b) **Norfolk County Council** – Budget Consultation Edition of Norfolk Matters, this is a special budget consultation on next years budget. They would like as many comments as possible about this which is being advertised in the ‘Your Norfolk’ issue and on their website www.norfolk.gov.uk by February 21st. This will include implications for possible Council Tax levels.
 - c) **Parish & Town Links** – Norfolk Link monthly publication.
 - d) **East of England Plan** – A leaflet about the Regional Assembly’s East of England Plan that sets out a strategy to guide planning and development in the East of England to the year 2021. You can respond online or download the form at www.eera.gov.uk the deadline for responses is Wednesday 16th March 2005. Links Hotel, West Runton
 - e) **North Norfolk Crime & Disorder** - A conference on Crime & Anti-social Behaviour is being held on 4th March.
 - f) **Environment Agency** - The second generation Shoreline Management Plan covering the coast from Sheringham to Lowestoft has been produced. A meeting on the 12th January 2005 will give a fuller briefing on the contents and Mrs V Tallowin will attend and report back any matters of concern to Hickling.
 - g) **Kings Lynn Consortium Internal Drainage Boards** – An invitation to attend a meeting on the 27th January to discuss Ochre and Salinity in the Brograve catchment, Mr T Woodman and Mrs V Tallowin will attend and report any relevant information.
 - h) **Norfolk County Council** – Reply to our letter regarding drainage issues, of which they will look into and try to improve the situation.

- i) **St Mary's Parochial Church** - A letter requesting a donation towards the cost of producing the monthly News sheet. As all councillors were in agreement Mr H Purnell proposed and Mr D Pugh seconded the motion that £125 was forwarded with everyone's thanks to those involved in producing the news sheet which the council make full use of.
- j) **North Norfolk District Council** – The public toilets situated at the Hickling Staithe are to be opened all year for 2005. A Request to be made to the NNDC on a yearly basis each November for this facility. Clerk to diary
- k) **North Norfolk District Council** - Homeless Forum 21st January at Cromer 10am – 12pm. No councillors are able to attend.
- l) **Norfolk Police Authority Budget Consultation** –An open meeting for the business sector and general public Monday 24th January 2005. Unfortunately no councillors can attend.

5.

D Beales	£ 40.00
D Mayhew	£ 40.00
B Burgess	£ 45.00
Audit Commission	£ 293.75
S Chapman	£ 500.00
Viking Direct	£ 62.97
S Chapman (imprest)	£ 6.02
H Nudd	£ 54.71
H Nudd	£ 30.00
Anglian Water (Com Hall)	£ 102.29
Anglian Water (Rec Grd)	£ 91.56
Anglian Water (Rec Grd)	£ 19.83
St Mary's Parochial Church	£ 125.00
Stalham Engineering	£ 4.57

b) Budget to Date - Distributed

- c) Training Course – Clerk/Treasurer presented a training course that is available at Upton, on three consecutive Wednesday mornings covering all aspects from minutes to producing accounts at a cost of £60, the Clerk felt it would be beneficial to her. All councillors were in agreement with this and Mr R Donaldson proposed and Mr E Lindo seconded that the clerk attend.

6. PLANNING

a. **NNDC Decisions:**

- 1. Path Cottage, Staithe Rd, - Erection for Single-Storey Ext & Change of use annexe - **permitted**

b. **NNDC New Applications:**

- 1. Westfield, Stubb Road – Erection of Conservatory (replacement) – **supported**
Mrs V Tallowin abstained

7. **CLERKS REMUNERATION** - Clerk requested that this be deferred until April 2005

8. PARISH PLAN

The public open day idea was fully discussed and the opinion was that a steering committee to be set up first then the open day organised. Mr R Donaldson produced a draft time-table with various points to be considered. Clerk to liaise with Janice Howell, Field Officer of Norfolk Rural Community Council for advice and whether we are eligible for a grant towards the cost of producing the survey.

9. PARISH COUNCIL PROPERTY REPORTS

a) Staithe.

1. Staithe Working party meeting – The new Wet Berth Agreement was discussed and Point 11 to have the word ‘favourably’ taken out.
The Wet Berth Agreement is for three years with the rents automatically calculated at 5% increase plus inflation per year, the inflation rate will be taken from the Retail Price Index.
All councillors were in agreement and Mr T Woodman proposed and Mr R Donaldson seconded that the Wet Berth agreement be implemented for the coming season 2005-2006.
Mr E Lindo, Mr D Pugh, Mr L Beales, Mr H Purnell, Mr P Sparks are all on the wet berth waiting list so expressed an interest.
2. It was also suggested that the berth lengths be rearranged according to boat lengths so that we may gain a few more wet berths. Mr E Lindo to speak with the Staithe warden.
3. Mr E Lindo has acquired on loan a ‘stamper’ for the pathways which will organised soon.
4. A draft plan of reorganisation of the Staithe was presented and will be on show at the Staithe forum meeting 17th January 2005 and will be included in the Village Plan open day. Clerk to extend thanks to Mr P Brown for his hard work and that everyone was impressed with the quality of his plans.

b) Recreation Ground

1. The Cherry tree outside the changing rooms on Mallard Way has been cut down and the tree on Chapel Pit near Mr & Mrs Lawson’s property has been removed. Clerk to write with thanks to Councillor Peter Sparks and Mr Adrian Cooper who both gave their time for free.
2. Grass Cutter – When the mower has been delivered a Training session with Ben Burgess and the volunteers will take place. Mr D Pugh & Mr R Donaldson will also contact the volunteers to arranged a ‘grass cutting rota’ for the coming season
3. We sent out four ‘tenders’ for quotes on making good the mower storage shed, two declined, one quote was over £2k and Mr B Brooks was £1095.00. All were in agreement that we accept Mr B Brooks quote Mr D Pugh proposed and Mr P Sparks seconded the motion.
Mr D Pugh will liaise with Mr B Brooks.
4. Mr R Grimes has made an offer of £250.00 for the old mower which all were in agreement that the council accept Mr R Grimes offer. Mr E Lindo proposed and Mr H Purnell seconded the motion.
Mr D Pugh & Mr R Donaldson to liaise with Mr Grimes.
5. Plots – Deferred until after the Village Plan has been finalised or completed

Mr T Woodman left the meeting at 9.40pm

c) Community Hall.

1. Hunnies Playgroup Rent Review – It was agreed that the morning session be raised to £6 per day but the Wrap Around Care remain at £7.50 per day. Mr P Sparks proposed and Mr D Pugh seconded the motion. Clerk to respond.
Mr L Beales declared an interest.
2. Happing with Stalham Partnership which the council support, requested that if required for one of their meetings could our Community Hall be available free of charge, all were in agreement with this request.

d) Allotment

1. The meeting with Brown & Co was postponed until Feb/March as they are in the process of producing a digital map of all allotments which will determine exact plot sizes etc. then the rent review will be discussed.
2. St Mary's Church field rent will be paid by the church as Hallam Mills has offered a gift aid to the church which will cover the annual rent.

e) Village Sign – Mrs P Deane is undertaking the repainting of the sign

- 10. WEB SITE –** Mr R Donaldson to supply Clerk with list of businesses/persons who have received a poster so Mr B Sainsbury can contact them direct to confirm their support in the web site.

11. 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. Mr L Beales proposed, and Mr H Purnell seconded, such a motion. All were in approval. The Chairman thanked the parishioners for their attendance as they left the meeting.

1. Staithe Warden honorarium to cease but the Staithe warden to retain all Launching fees collected by him as this will benefit the Council by having less administration. All were in agreement and Mr P Sparks proposed and Mr R Donaldson seconded the motion. Staithe Committee to liaison with Staithe warden.

Mr L Beales declared an interest in the following point and left the meeting 10.10pm

2. Caretaker/Booking Clerk Community Hall – Deferred until Feb 05.

DATE OF NEXT MEETING

Monday, 7th February 2005 at 7.15pm in the Community Hall.

There was no further business and the meeting was closed at 10.25 pm.

HICKLING PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING HELD ON
Monday, 10th October 2005, at 7.15pm in the Community Hall

PRESENT:

MRS V TALLOWIN, CHAIRMAN
Mr M ELLIOTT, VICE CHAIRMAN
MR L BEALES
MRS K MOODY
MRS G SMITH
Mr P SPARKS

Mrs S Chapman, Clerk/Treasurer

The Chairman welcomed five parishioners.

1. **APOLOGIES** were received from Mr D Pugh and Mr T Woodman as they will be late
PC Gywnn did not make this meeting but will try and make next months meeting.
2. **MINUTES OF LAST MEETING**
These were approved as circulated.
3. **MATTERS ARISING**
None
4. **CORRESPONDENCE**
 - a) **Broads Authority** – Local Development Framework Booklet on the Issues & Options for the Core Strategy. The Chairman read through the booklet and highlighted some points of interest to the councillors, one being about Parish Plans in that there are 100 parishes within the Broads area but only 15 have produced Village Plans.
 - b) **Brown & Co** – Confirming that the trees at High Hill, Hickling are on their agenda to be assessed and dealt with accordingly. Mrs G Smith also confirmed that the trees in question do have a preservation order on them so will not be cut down. The allotments in Hickling are still under discussion about actual acreage we rent from Brown & Co, this matter is to be dealt with before the Parish Council can look at any rent review for 2006.
 - c) **The Countryside Agency** - On the 16th August the Countryside Agency issued the conclusive map of registered common land and open country for East England and the enclosed map shows Hickling's two pieces of common land as previously agreed.
 - d) **NNDC Local Development Framework** – The revised edition of Statement of Community Involvement which has been submitted to the government.
 - e) **NNDC** – Stakeholders Workshops Area Forum Meeting 9th November at Sea Palling. The councillors agreed on the five most important topics for Hickling and the enclosed form was completed and returned.
 - f) **Barbara Wilcox** – The Clerk has been liaising with Barbara about hiring the hall for a Slimming World Meeting every week. The actual day to be decided as Mondays was the day requested, but this is inconvenient to the council so Clerk will try to arrange another day.
 - g) **R A Clarke** - A letter suggesting the Caretaker and Clerk should fill in forms P46 to be retained by the Parish Council, and enquiries made as to whether tax should be paid on interest accrued on the monies the council has invested. Clerk to investigate
 - h) **Broads Authority** - A booklet giving a brief description of the work achieved over the last year of the Broads Authority's Planning and Development Team.
 - i) **Norfolk Police Authority** – A copy of 'Accessing your Police in Norfolk – The Future' detailing the various developments for Police Stations in the county.

- j) **The Poppy Centre** - A request for financial support for a new building in Stalham but the council felt we should be giving priority to our own projects. Clerk to respond
- k) **Stalham & Happing Partnership** - Invitation to their AGM 27th October.
- l) **Mrs P Watton** - A letter thanking the council for forwarding the Broads & Rivers Open Churches leaflet and that the PCC is involved in this project, with Pam as the link person who will keep the council informed of any developments.
- m) **Hickling Hunnies Playgroup** – A letter informing the council that the WAC care funding has now ceased for them. (see 7b1)
- n) **The Play Inspection Company** – The report on the children’s play area on the Recreation Ground. (see 7c)

READING MATTER CIRCULATED – None

5. TREASURER’S REPORT

a)

W Diss	£ 50.00
B G Brooks (Drain Repair x 1)	£ 48.00
Stalham Engineering	£ 4.72
B G Brook (Drain Repair x 1)	£ 48.00
S Chapman (Stationary)	£ 9.44
Brown & Co	£ 400.00
S Chapman	£ 600.00
S Chapman (Imprest)	£ 10.69
L Grimes	£ 18.00
Play Inspection Co	£ 76.38

b) Budget to Date. Distributed

c) Precept calculations 2006/2007 was deferred as not all councillors present.

6. PLANNING

a. **NNDC New Applications -**

1. Dovecote, Doves Corner – Erection of Single Storey Rear Extension – following a site meeting this application was supported, noting that the plans quoted Concrete Tiles but owner confirmed he would using Pantiles.
2. Cartref, Doves Corner – erection of Single Storey Rear Extension & New roof to provide First Floor Living Accommodation – following a site meeting this application was supported

b) **NNDC Decisions.** - None

7. PARISH COUNCIL PROPERTY REPORTS

a) **Staithe.**

1. The Clerk confirmed that the Wet Berth Waiting List had been distributed and the person residing at a Catfield address was on the Hickling Electoral list

b) Community Hall

1. The rental for the Hickling Hunnies was to remain at £13.50 per day with no further charge for the extra hours on a Wednesday, as their funding had now ceased for the Wrap Around Care. Mr P Sparks proposed and Mrs G Smith seconded and all were in agreement that this motion be passed. It was noted that a levy for fuel may be implemented if fuel costs escalates. Clerk to respond
2. Other rentals charges to remain at £12 per session for parishioner, £15 per session non parishioners, £20 per session for Businesses.

Mr Tony Woodman & Mr David Pugh arrived at 8.55pm & 9pm respectively giving their apologies for being late.

c) Recreation Ground

1. The safety check on the Recreation Ground Play Area was completed on the 20th September 2005 but unfortunately did not compare well with modern day standards and regulations. The report had only just arrived so will be discussed further at a later date.

d) Allotments

1. Rents for allotments had to be deferred again as Clerk is still waiting reply to the email to Mr C Birch regarding the acreage that is rented from the Mills Estate. Clerk to contact him again.
When rent invoices go out shortly Clerk to inform Allotment holders of the position regarding rents for next year.

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. Mr P Sparks proposed, and Mr T Woodman seconded, such a motion. All were in approval. The Chairman thanked the parishioners for their attendance as they left the meeting.

The council had four applicants for the two councillor vacancies, after much thought and discussion a ballot was held of which Mrs D Mayhew and Mr B Noye were selected and co-opted onto the council. Clerk to respond to all applicants and forward the new councillor names to the District Council.

DATE OF NEXT MEETING

Monday, 7th November 2005 at 7.15 pm in the Community Hall.

There was no further business and the meeting was closed at 10.05pm

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Signature

.....
Dated

HICKLING PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING HELD ON
Monday, 11th July 2005, at 7.15pm in the Community Hall

PRESENT:
MRS V TALLOWIN, CHAIRMAN
MR M ELLIOTT, VICE CHAIRMAN
MR L BEALES
MR S K MOODY
MRS G SMITH
MR T WOODMAN
MR D PUGH

Mrs S Chapman, Clerk/Treasurer

The Chairman welcomed three parishioners.

1. **APOLOGIES** were received from Mr R Donaldson and District Councillor S Partridge
2. **MINUTES OF LAST MEETING**
These were approved as circulated.
3. **MATTERS ARISING**
None
4. **CORRESPONDENCE**
 - a) **Trafalgar Weekend** – Event Registration Form to be returned by the 19th Sept, Clerk to liaise with other village organisations to see if they are interested in taking part in the Trafalgar Weekend being organised throughout the UK and channel Islands from 21-23 October 2005.
 - b) **Stalham & Happing** – Funding & Working Together Event in North Walsham 18 July for practical guides to funding and meeting with national and local funders. Clerk & K Moody will try to attend.
 - c) **Broads Authority** – The Broads Authority is currently undertaking an audit of all the moorings currently available within Norfolk & Suffolk Broads. The survey was completed and returned by 2 September.
 - d) **NNDC** – Waste Recycling Scheme Application form for extra Bottle Bank(s) in the Pleasure Boat's car park. Completed and returned.
 - e) **Norfolk Rural Community Council** - Update on Parish Plan Funding. Clerk to liaise with Peter Berrie & Ross Donaldson for setting up of a steering committee to take the parish plan forward.
 - f) **Broads Authority** - Local development Framework A further period of consultation on the revised draft SCI will take place between 27 June – 5 August.
 - g) **NNDC** - Electronic Planning Applications to be available via email. Clerk replied that Hickling Parish council did not want relevant information by email, due to printing costs involved.
 - h) **Allianz Motor Insurance** – Policy for Mower received. Copy passed to D Pugh.
 - i) **Holiday Visitor letter** - Letter complaining about the state of the children's play area on the recreation ground. Comments taken note of and the play area will be looked at on the Property Inspection walk in August. Suggestion that the Hickling Hunnies may be eligible for a grant to update play area. No action as no address to reply to.
 - j) **Upper Thurne Working Group Management Plan** - Nothing to add to the original plan that was returned in June.

- k) **Parish & Town Councils** - Norfolk Parish Training Partnership dates of various training sessions for clerks & councillors.
- l) **Kings Lynn Consortium of Internal Drainage Boards** - Solving Ochre and Salinity problems in Brograve minutes from meeting of the 23 May and map of catchment area.
- m) **Mr R A Clarke** – Annual Return for the Audit Commission completed and a copy of the Receipts & Expense Accounts for the Year End 31st March 2005.
- n) **Simon Partridge** - Reply to our email with regards to Planning Applications in that the council's views do not seem to be taken into consideration when applications are voted on by the District Council. Simon's response was that we should ask for meeting with S Oxenham Head of Planning for NNDC. Clerk to arrange for the 8th August 8 pm
- o) **DD & MJ Simmonds** - Estimate for repairing the winch on the parish staithe. K Moody proposed and G Smith seconded and it was agreed unanimously that the quote for £42.00 be accepted. H Nudd to organise.
- p) **Councillor Mr R Donaldson** - Resignation letter as from the 4th July, this is due to his other commitments in that he cannot give the time and commitment to the parish council as he would wish and what the role requires. Clerk to respond.

READING MATTER CIRCULATED –

- q) Parish & town councils – Copy of Pointer to Good Practice
- r) John Deere Newsletter
- s) NNDC – Agenda 15th June
- t) Office of Prime Minister – IFO – Reviewing Planning Enforcement System
- u) Norfolk Records Office – Leaflets on storing documents
- v) Charity Commission – New Sheet Spring 2005 (printed email)

5. TREASURER'S REPORT

a)

Ben Burgess (paid)	£ 165.68
Allianz Motor Insurance (paid)	£ 220.08
Stalham Engineering	£ 4.46
D Pugh (fuel + Flip chart)	£ 191.71
S Chapman	£ 600.00
S Chapmn (imprest)	£ 27.50
NNDC (interest free loan)	£ 348.33
W Diss (caretaker)	£ 50.00
B Systems (ink refills)	£ 17.45
Anglian Water (Com Hall)	£ 119.37
Anglian Water (Rec Grd)	£ 103.28
Anglian Water (Rec Grd)	£ 21.92
R A Clarke	£ 450.00
Stalham Engineering	£ 26.00

- b) Annual Return completed and signed. Clerk to forward to Audit Commission
- c) Invoice from R A Clarke for work completed on Parish accounts and noting two corrections to the VAT account. Clerk to adjust.

6. PLANNING

a. NNDC New Applications -

1. The Old Village Hall – Erection of two-storey Dwelling & Detached double garage – Due to the time scale a site meeting has already taken place and it was agreed that the council support the application but with concerns over the size

and siting of the double garage. A telephone call since has confirmed that the application has been withdrawn because of the garage concerns.

b) NNDC Decisions.- None

7. **PARISH PLAN** – Due to the resignation of Mr R Donaldson who was the leading force in this venture this has been put on hold until another person has been recruited to take it forward. Mr P Berrie to be approached for this role. Clerk to respond

8. PARISH COUNCIL PROPERTY REPORTS

a) Staithe.

Staithe Forum meeting held on 20th June was a success with a new chairman being elected, Mr P Berrie. There were many positive points suggested which will be discussed by the council.

1. Plans for extra berths on the Staithe. A meeting in November to be arranged for all plans to be presented to the council with the logistics of each plan.
2. Dog Bins – Clerk to enquire about costs.
3. Graylag Geese control. Clerk to approach NNDC and the Broads Authority.

The minutes of the above meeting were distributed with the agenda

4. Non payment of two dry berths (no.58 & 84) to be followed up by another reminder letter and if no response Chairman, Vice chairman and Clerk to visit personally.

Mr T Woodman joined the meeting at 8.55pm with apologies for being late.

b) Community Hall

1. Caretaker Mr Bill Diss has taken up his position and is doing an excellent job, he has listed a few points with regards to procedures and maintenance of the hall which will be discussed on the property walk on the 8th August.
2. Licensing Laws for all venues are changing this year. Mr T Woodman, publican of the Greyhound Inn has looked into the matter and explained that it was not necessary for the Community Hall or Recreation ground to have Grandfather Rights. It was **unanimously agreed** to accept this decision but put a notice on the

Hickling Parish web site that if anyone wish to sell alcohol at a private function it will take 3 months notice to receive a license.

3. Mrs K Moody reminded the council that the staging from the Community Hall is still stored in her garage which she would like removed as soon as possible. Chairman to liaise with Mr B Ellis to see if he can store it for the council.

c) Recreation Ground

1. Grass Cutting – The children's play area and equipment will be inspected on the council's property walk. The crossroads bench area has now been strimmed. Mr D Pugh also mentioned that we really do require another two volunteers to keep the grass at an acceptable height for easier cutting. Clerk to advertise for more volunteers.
2. The annual spraying of the recreation ground field has not happened for some time, Mr L Beales offered to enquire about the cost and if the cost is acceptable he will arrange for this to take place when appropriate.

3. Brambles along the footpath leading into and along side the playing field were getting dangerously long. Mr H Nudd agreed to trim along the footpath. Mrs G Smith informed the council that in the churchyard (old & new) various vases had been moved and not replaced and there was an untidy look about the churchyard. This will be looked at on the property walk.

9. **Village Property Inspection Walk** to take place on the 8th August Monday evening starting at 6.30pm at the Staithe visiting the Recreation Ground, Chapel Pit, Churchyard, Allotments then into the Community Hall.
10. **Defibrillator** – The clerk has contacted Mr Jonathan Needle of East Anglian Ambulance who is going to put a DVD in the post with some literature.
11. **Standing Orders.** These are to be updated so all Councillors are requested to read them and have any comments/alterations ready for the September Parish Council meeting.

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. Mr T Woodman proposed, and Mrs K Moody seconded, such a motion. All were in approval. The Chairman thanked the parishioners for their attendance as they left the meeting.

The Councillor vacancy co-otion was postponed until the September Parish Council meeting due to the unexpected resignation of Mr R Donaldson which leaves two vacancies on the Parish council.

DATE OF NEXT MEETING

Monday, 5th September 2005 at 7.15 pm in the Community Hall.

There was no further business and the meeting was closed at 10.05pm

HICKLING PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING HELD ON
Monday, 12th December 2005, at 7.15pm in the Community Hall

PRESENT:

MRS V TALLOWIN, CHAIRMAN
Mr M ELLIOTT, VICE CHAIRMAN
MR L BEALES
MRS G SMITH
Mr H PURNELL
MR B NOYE
MRS D MAYHEW
Mrs S Chapman, Clerk/Treasurer

The Chairman welcomed five parishioners.

1. **APOLOGIES** were received from Mr T Woodman, Mr D Pugh, Mr P Sparks and Mrs K Moody. PC Gywnn did not make this meeting but will try and make next months meeting.
2. **MINUTES OF LAST MEETING**
These were approved as circulated.
3. **MATTERS ARISING**
4. **VILLAGE SHOP**
Darren & Julie from the Pleasure Boat Inn explained the difficulties in keeping the shop open until the Post Office has been set up, which then will make the shop a viable business. It was decided to ask for parishioners support for this period of time via flyers and the news sheet. It would require a couple of hours per day on a rota system to keep the shop open until the end of February. Clerk to respond
5. **CORRESPONDENCE**
 - a) **OPERA Community Research** – The Future Planning Strategy for North Norfolk.
Clerk to respond
 - b) **CAB** – A donation request from the North Walsham branch. Mr H Purnell proposed and Mr L Beales seconded and all were in agreement that a donation of £25 be forwarded.
Clerk to respond
 - c) **NNDC** – The minutes of the first meeting in November and a nomination form for our representative(s) to attend future meetings. Clerk to respond
 - d) **Mrs L Kilman** – Request to keep her informed on any future planning issues concerning land at Priory Farm. Clerk to note.
 - e) **Norfolk Recorders Allotments** – A Letter requesting information on the locations of various allotment plots in Hickling for their records held at Gressenham Hall. This was passed to Wendy Crisp who kindly offered to be Hickling’s liaison person on allotments.
 - f) **Parish & Town Councils** - Options regarding the Proposed Amalgamation of Police Forces. A meeting at Acle Recreation Centre on 22 December explaining the for and against. Clerk to attend if possible.
 - g) **Barclays Bank PLC** – A form for signatures for the Barclaysafe Premium Box held at Stalham Branch. Chairman V Tallowin, Vice-Chairman M Elliott and Clerk S Chapman completed the form.
 - h) **Mr P Berrie** – On behalf of the Staithe Forum Peter Berrie requested verification of the rights of way for parishioners to the Wind Surfers beach at the parish Staithe. The Chairman Viv Tallowin reported that she had spoken with Tony Myhill who was more than happy for parishioners to visit the beach but due to the security aspect further talks will be necessary before this can happen. Peter Berrie to report back to the Staithe

Forum that Tony Myhill will attend a Staithe Forum meeting for further discussions on the matter.

- i) **Broads Authority Draft Strategy for Tourism/Recreation in the Broads - This** was passed to Chairman V Tallowin who will pass it on to other councillors.
- j) **North Norfolk NHS** - A plan for Intermediate Health & Social Care Services in North Norfolk a Consultation paper. Mr H Purnell offered to complete the questionnaire.
- k) **Norfolk County Services** - A reply to our letter about Overgrown Vegetation throughout the village, although responsibility lies with the householder they will investigate the sites listed and seek to resolve any highway safety issues accordingly.
- l) **NNDC Agenda** – This will be passed to Kath Moody and asked if she still wishes to receive this, as the NNDC would like to stop the hard copy as it is on their web site.
- m) **NCC** - Draft Rights of Way Improvement Plan for Norfolk, the map provided was not very clear but it was felt that Hickling did not have any issues about Rights of Way.
- n) **NCC** - Way To Go. Local access forums 2nd Annual newsletter. This was passed around at meeting.
- o) **Stalham & Happing Partnership** - Minutes of the 10 Nov and a list of meeting for 2006, these were passed around at the meeting. The next meeting is January 12th at Just Plastics, Wayford Bridge all are welcome to attend; Brian Noye will attend and report back to the council.
- p) **Peter Berrie** - The Staithe Forum requires permission from the Parish Council to involve the Broads planning people in an unofficial advisory position for the proposed changes to the Parish Staithe. Deferred until the next Parish Council meeting.

6. TREASURER’S REPORT

a)

W Diss		£ 50.00
S Chapman (Imprest)		£ 16.56
Stalham Engineering		£ 15.11
Powergen		£ 22.32
Powergen		£ 27.79

- b) Budget to Date. Distributed with agenda
- c) Annual Return. Passed to R Clark to liaise with Audit Commission
- d) Barclaysafe Premium Box Signatures. See 5g

7. PLANNING

a. NNDC New Applications -

1. St Mary’s Church, Town Street – The Removal of Urn from Georgian Monument.

This has been subsequently withdrawn due to the urn being blown down by strong winds; another application will be put forward in due course.

b) NNDC Decisions.

1. Land at Priory Farm, Hickling – Application for a Lawful Development Certificate, Proposed use of land for stationing mobile poultry sheds – refused
2. 4 Heron Way - Erection of attached garage – permitted
3. Old Village Hall – Amended Plans for the Erection of Double Garage and Store Rooms – going to Committee with the recommendation of approval.
4. Hickling Windsurfing Club – Erection of Changing Rooms – permitted

8. PARISH COUNCIL PROPERTY REPORTS

a) Community Hall

1. The repainting of the Community Hall kitchen is nearly completed by Bill Diss.
2. The leak in the Community Hall Roof was discussed and it was decided that the Clerk should obtain quotes, first by Mr Ken Stanton who comes recommended or

David Vincent of Wroxham. Mr H Purnell proposed and Mr L Beales seconded and all were in agreement that this should be undertaken as soon as possible. Clerk to respond.

c) Recreation Ground

Deborah Mayhew reported back that the Recreation Playground Equipment inspection report states that none of the equipment is up to standards. The concrete tube and some bolts under the slide are to be removed as soon as possible. Brian Noye will investigate if Stalham & Happing can advise of any grants that may be available to renovate the play area.

9 Village Plan Update

The application form applying for a grant towards the cost of producing a Village Plan will be completed and forwarded by the 21st December.

DATE OF NEXT MEETING - Monday, 23rd January 2006 at 7.15 pm in the Community Hall.

There was no further business and the meeting was closed at 9.20pm

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Signature

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Dated

HICKLING PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING HELD ON
Monday, 14th March 2005, at 7.15pm in the Community Hall

PRESENT:
MRS V TALLOWIN, CHAIRMAN
MR M ELLIOTT, VICE CHAIRMAN
MRS K MOODY
MR L BEALES
MR P SPARKS
MRS G SMITH
Mr H PURNELL
MR T WOODMAN

Mrs S Chapman, Clerk/Treasurer

The Chairman welcomed four parishioners.

1. **APOLOGIES** were received from Mr R Donaldson, Mr E Lindo, Mr D Pugh and Councillor S Partridge
2. **MINUTES OF LAST MEETING**
These were approved as circulated
3. **MATTERS ARISING**
4a Stalham & Happening Shoreline Management Plan. H Purnell attended the meeting on the 9th February and reported back to Council.
4. **CORRESPONDENCE**
 - a) **Norman Lamb** – Planning Issues meeting at Cromer, 17th March no one was available to attend. Clerk to write and request minutes from meeting.
 - b) **NNDC** - Trade show at Holt Fri 22nd April.
 - c) **Brown & Co.** – Trees at High Hill, Clerk to confer with Mr Cheetham for update of trees.
 - d) **Norfolk Constabulary** – Mobile Police van has changed its day by request to Friday.
 - e) **Mr E Lindo** – Has written to the Chairman to tender his resignation from the Parish Council with effect from 30th April 2005.
 - f) **Mr D Nudd** – Has written in with his concerns over the parking problems around Hickling First School and the Community Hall where the cars are blocking peoples driveways. Clerk to write to the school and Mr Nudd
 - g) **Miss S Blaxell** - A thank you letter in appreciation of the backing their Planning Application Appeal for an Engineering Workshop at Bay Cottage, the Green.(Reading Envelope)
 - h) **Mrs J Lawton** – A thank you letter in response to the work done on trees bordering their boundary line.
 - i) **Mr R Hubbard** - A letter was received to relinquish Dry berth no.8 and thanking Mr Harry Nudd for his help and assistance given over a number of years.
 - j) **Kings Lynn Consortium of Internal Drainage Board** – Solving Ochre & Salinity Problems in Brograve, a meeting on the 10th May, at Lessingham. Mr T Woodman will attend the meeting and report back to the Council.
 - k) **Broads Authority** – Are looking for a Parish Representatives on the Broads Forum. It was circulated before the meeting, but no one was wanted to apply.
 - l) **Kelling to Lowestoft Ness Shoreline Management Plan** – Summary of Preferred Plan (see letter s)

Mr T Woodman joined meeting at 8.20pm (see Recreation Ground) but due to commitments had to leave the meeting at 8.50pm

- m) **Defra Clean Neighbourhoods Environments Bill** – Clerk to follow up Dog regulations Web site. (Circulated)
- n) **Broads Authority** – An application for a representative for the Steering Group of LDF. No one could apply.
- o) **Charity Commission letter** – In response to the Council’s letter with regards to developing part of the Charity Commission’s land.
- p) **Norfolk Recorders** – Questionnaire about the Garden Allotments that the Council provides for parishioners. This was passed to W Crisp who is involved in the wider survey that is being undertaken by Norfolk Recorders.
- q) **Stalham & Happing Email** – Regarding the Local Development Framework. (see letter w)
- r) **Mrs G Wilson-North** - A letter with concerns over the New Wet Berth agreement. Clerk to respond
- s) **Somerton Parish Council** – A copy of the letter that they have written to Terry Oakes Associates Ltd, Lowestoft about the Draft Shoreline Management Plan. Clerk to respond with the same concerns. (see letter l)
- t) **NNDC – Stubb Road** – In reply to our previous letters about this road name plate missing for so long, unfortunately they cannot say when or how long we will have to wait for the replacement. Clerk to respond to contact Footpath dept.
- u) **Mr R Steel** – In response to our letter Mr Steel has written that he would like the council to arrange for his ivy on his brick wall to be cut back. Clerk to respond
- v) **Ben Burgess** – Thanking the council for purchasing the new mower from them.
- w) **NNDC – New Planning System for North Norfolk (LDF)** Two introductory meetings 11 & 12 April plus a questionnaire. The information presented at the meetings will be available on the web site www.Northnorfolk.org. Clerk/Chairman to complete survey.

READING MATTER CIRCULATED

- NNDC – Absent Voting
- North Norfolk Health Forum 14th March Cromer Parish Hall
- The Standards Board for England – Code of Conduct Review
- NNDC – Notice of meetings for Spring 2005
- Norfolk County Council – Traffic Management
- NNDC – Virtual Learning
- Norfolk County Council – Norfolk e-Tool Project – disc enclosed
- Office of Deputy Prime Minister – Citizen Engagement/Vibrant Local Leadership books
- Norfolk County Council – Second Transport Plan/Norfolk on the Move
- NNDC – Quality Council booklet

5. TREASURER’S REPORT

D Beales	£ 40.00
D Mayhew	£ 40.00
Norfolk Playing Field Association	£ 15.00
B Sainsbury (Web site)	£ 85.01
S Chapman	£ 36.74
Powergen (Com Hall)	£ 34.29
Powergen (Rec Grd)	£ 15.84
H Nudd (Warden £500 + £12)	£ 512.00
R Donaldson (Village Plan)	£ 50.96
Norfolk Parish Training Partnership	£ 60.00
Stalham Engineering	£ 12.58
B G Brooks	£ 1,286.06

- b) Budget to Date – to be distributed with minutes

6. PLANNING

a. NNDC New Applications

1. White Gables, Stubb Road – Retention of Rear Conservatory – supported
2. The Livery Yard, Heath Road – Caravan Certificate – no objections but write to confirm if the caravans are hidden from the road.
3. Traymaster, Catfield – information only as near to Hickling’s boundary, no comments were recorded.

7. **PARISH PLAN** – R Donaldson & P Berrie are putting together all the various items for the static displays on the 1st & 2nd April.

8. PARISH COUNCIL PROPERTY REPORTS

On Saturday 26th February seven Parish Councillors met at the Parish Staithe to discuss the new Wet Berth numbers allocated to berth holders. It was decided to revert back to the original Wet Berth numbers and the Staithe warden was informed of this decision.

a) Staithe.

1. Wet Berth Agreements and Dry Berth Invoices posted. All new boats must be measured and verified by a member of the Staithe Working Party.
2. Due to unforeseen circumstances the Staithe Forum meetings on the 21st March is cancelled until after the Village plan meetings in April.
3. Staithe warden Mr H Nudd queried a couple of points in our letter dated 9th March to him about his change of duties as Staithe Warden. Clerk to respond Mr H Nudd offered to cut the Staithe Grass for the next year for a fixed sum of £100, Mr P Sparks proposed and Mr H Purnell seconded the motion all were in agreement.
4. Mrs P Deane wrote to clarify whether the boats length includes the outboard for calculations of berth rentals. This was confirmed as correct.

b) Recreation Ground

1. Mower Shed renovations are now completed. A meeting on the 19th March is planned for all volunteers to have a training session with the new mower. The grass cutting rota is now in place. Clerk to write and thank B Brooks for his workmanship.
2. Mr T Woodman explained that Mr M Young would now be willing for a nomination of a MBE to be put forward for his work with the Hickling Youth Club. He would be willing to sit on any future committees that involved a ‘youth club’

Other Parish Council Property matters

1. Mr T Woodman informed the council that the planter around the Hickling Village sign will begin as soon as the weather is suitable.
2. It was brought to the council’s attention about the state of the Chapel Pit car park. Clerk and Mr L Beales to investigate various prices.

8. **WEB SITE** – Web site is now global as www.Hickling-Village-Norfolk.co.uk Clerk to write and thank B Sainsbury for his hard work in producing the web site.

9. **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. Mr H Purnell proposed, and Mr E Lindo seconded, such a motion. All were in approval. The Chairman thanked the parishioners for their attendance as they left the meeting.

Mr L Beales declared an interest in the following point and left the meeting at 10.15pm

1. Caretaker/Booking Clerk Community Hall – Letter and new job description to be delivered Friday 18th March with a reply due by 24th March.

DATE OF NEXT MEETING

AGM Monday, 11th April 2005 at 7.00 pm in the Community Hall.

There was no further business and the meeting was closed at 10.30pm

HICKLING PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING HELD ON
Monday, 23rd January 2006, at 7.15pm in the Community Hall

PRESENT:

MRS V TALLOWIN, CHAIRMAN
Mr M ELLIOTT, VICE CHAIRMAN
MR L BEALES
MRS G SMITH
Mr H PURNELL
MR B NOYE
MRS K MOODY
Mrs S Chapman, Clerk/Treasurer

The Chairman welcomed nine parishioners.

1. **APOLOGIES** were received from Mr T Woodman, Mr D Pugh, Mr P Sparks and Mrs D Mayhew, District Councillor S Partridge, District Councillor C Howe and PC Gywnn.
2. **MINUTES OF LAST MEETING**
These were approved as circulated.
3. **MATTERS ARISING**
4. **CORRESPONDENCE**
 - a) **Town & Parish Councils** – Norlink New Letter. Clerk to file
 - b) **Norfolk County Council** – Norfolk Minerals & Waste DF: Core Strategy: Issues & Options questionnaire. Chairman & Clerk to respond
 - c) **Parish & Town Councils** – Revised Guidance for the Management of Unauthorised Gypsy & Traveller Encampments. Clerk to file for future reference.
 - d) **NNDC** - Area forum date incorporating Planning Training to be held at Ludham 1 March at 6.45pm. Clerk to remind all councillors nearer the time.
 - e) **Stalham & Happing** - Village Open meeting at the Community Hall 30th January 7pm. Poster displayed in GAM board.
 - f) **Office of the Deputy Prime Minister** - Standards of Conduct in English Local Government: The Future, a Discussion Paper.
 - g) **Norfolk County Council** - Road Markings outside Hickling VC School will be enhanced as soon as possible weather permitting.
 - h) **Norfolk County Council** - Norfolk Fire Authority Safety Plan 2006/07, a questionnaire to be completed by Clerk.
 - i) **Broads Authority** – Local Development Framework: Core Strategy Preferred Options. Pass to B Noye.
 - j) **Ken Stanton Roofing Quotation** – Received written confirmation of quote given over the telephone. This had been accepted verbally, and as being under £500 no other quotes were necessary, also it was a recommendation.
 - k) **North Norfolk Safer Communities Partnership** – Conference of Crime, Disorder and Anti-Social Behaviour on 21 Feb at West Runton. No one available to attend.
 - l) **Post Office Consultation Support** - Re-iterating the fact that they will endeavour to provide a Post Office counter in Hickling as soon as possible.
 - m) **Norfolk Police Authority** - Budget Consultation Tuesday 31st January at Wymondham. No one available to attend.
 - n) **Norfolk Police Authority** - Advert for Independent Custody Visitors. Poster in GAM board.
 - o) **Stalham & Happing Partnership** - Minutes of the 12 January meeting that Brian Noye attended. L Beales queried the fact that it seemed to be only Stalham that was benefiting

from the partnership but B Noye explained it was because only Stalham people had attended previous meetings, hence the next round of meetings to be held in the coming months will be in the villages within the partnership area. Hickling being the first on 30th Jan in the Community Hall.

- p) **NNDC** – Agenda, all agreed that they would like to keep a paper copy of this report. Clerk to respond.
- q) **Hickling Hunnies Playgroup** - A letter was received to late for any action to be discussed. Therefore this was passed to the Community Hall working party that will report back to the council at the next meeting.
- r) **Staithe Forum Committee**. A draft letter by P Berrie about planning issues at the Staithe. See 7b
- s) **Hickling First School** – A letter informing the Parish Council that they would like to have a dog park on the verge outside the school so dogs can be tied up while parents go into the school. All were in agreement. Clerk to respond.

5. TREASURER’S REPORT

a)

W Diss		£ 50.00
S Chapman (Imprest)		£ 600.00
CAB Donation		£ 25.00
Diesel Electro (Comp) Ltd (Air Compressor)		£ 192.47
H Nudd		£ 18.00
Anglian Water (Chgn Rms)		£ 89.72
Anglian Water (Rec Grd)		£ 21.57
Anglian Water (Com Hall)		£ 120.93
G J Goff (Com Hall Oil) Paid		£ 780.58
Viking Direct (New Printer)		£ 46.99

- b) Budget to Date. Distributed
- c) Annual Return. Corrections on Annual Return were initialled by Chairman & Clerk. This was returned to the Audit Commission with a letter of explanation of figures as requested.
- d) Transfer of funds from Barclays Current Account to Abbey Time Deposit account, an agreed figure of £9000 to be transferred. K Moody proposed and B Noye seconded the motion. Clerk to respond.
- e) A grant from The Norfolk Rural Community Council of £1247.25 has been received towards the cost of producing the Village Plan. The Parish Council would like to extend thanks to Peter Berrie and the Clerk for their input into this application.

6. PLANNING

a. NNDC New Applications -

1. Rose Cottage, Stubb Road – Erection of Two-Storey Side Extension. As the closing date was before the next Parish meeting details were forwarded to the planning working party for any comments they may had. No comments were received so no action was taken by the Clerk.

b) NNDC Decisions.

1. The Old Village Hall, Stubb Road – Amended plans of Dwelling and Garage - permitted

7. PARISH COUNCIL PROPERTY REPORTS

a) Community Hall

1. Flat roof repairs quote – See letters 4j

b) **Staithe Forum**

A draft letter from Peter Berrie of the Staithe Forum Committee to the Broads Authority Planning department requesting an informal chat with them about the various projects being suggested for the Parish Staithe. Some of the suggestions will entail planning permission so require some direction from the planning department before any further work is undertaken on the drawing up of plans. All agreed that this letter be forwarded but the Parish Council must be kept informed of any progress. Clerk to respond

8. Planter at Village Sign

The Chairman met with the builder and building work should start soon ready for the spring planting of bulbs etc. Clerk to write to the WI to confirm that they are still available to plant up and maintain the planter.

9. Stalham & Happing Update

Councillor Brian Noye who is on the Stalham & Happing Partnership committee keeps the Parish council updated on any events that would be beneficial to any Hickling Business/Resident. The meeting on 30th January in the Community Hall will be for Hickling to state what they would like from the Stalham & Happing Partnership.

10. Village Plan Update

A grant of £1247 has been received from The Norfolk Rural Community Council towards the cost of producing the Village Plan. The Software to be purchased from Leeds Metropolitan University that will enable the questionnaire and final analysis to be produced in a professional way. Clerk to respond.

11. The Old Village Hall Update

Councillors Mrs K Moody and Mrs G Smith declared an interest. The representatives of the Parish Council met with the Trustees of The Old Village Hall and discussed ways that the proceeds of the sale of the Hall could be spent for the benefit of the village. Further talks to be arranged as the Parish Council felt that the Village Plan should be completed first to see whether parishioners are in favour of a new village hall. It was also noted that it was called 'The Old Village Hall' for clarification in discussions.

12. Post Office/Shop Update

A few ideas have been suggested for the resuming of a paper delivery but the council felt that as proprietors Darren & Julie of the Pleasure Boat Inn were on holiday this should be deferred until they are home and can confirm whether they are re opening the shop etc.

DATE OF NEXT MEETING - Monday, 6th March 2006 at 7.15 pm in the Community Hall.

There was no further business and the meeting was closed at 10.10pm

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Signature

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Dated

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. Mr T Woodman proposed, and Mrs K Moody seconded, such a motion. All were in approval. The Chairman thanked the parishioners for their attendance as they left the meeting.