

HICKLING PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING
Held on Monday, 8th August 2011 at 7.30 p.m. in the Methodist Hall

Present:

Chairman: S Clarke

Vice Chairman: A Lambard

Councillors: N Baker, P Berrie, T Ellis, M Elliott, D Scott
K Scott, L West, V Tallowin

County Councillor: Paul Rice

District Councillors: S Partridge & Ben Burgess

7.15pm – Public Participation

There were many members of the public present. Matters raised included: requests for information about the new village hall, discussion about the Hickling Playing Field or Recreation Ground Charity's contract with the builders and questions about the Charity's meetings. A representative of the Phoenix Trust reported that the Trust has a letter of intent for £75,000 in favour of the Charity. Councillor Clarke explained to the meeting that the Parish Council's files on the Village Hall had been handed over to the Norfolk Association of Local Councils for legal advice on the Council's position with regard to the monies for the construction and stated that there had been delays in obtaining the files from the Charity. The councillors stressed that their role is to protect public money and that they cannot pay out large sums of money without making sure that it was correct to do so. It was stated that the Council had been assured that there was a signed contract between the Charity and the builders, but that that had proved not to be the case.

7.40 p.m. The Parish Council meeting commenced:

1. Apologies – None.

2. Declaration of interests in items on the agenda

Cllr Baker declared a personal interest in all NNDC planning applications as an officer of North Norfolk District Council.

Cllrs Baker, Tallowin and West declared personal and prejudicial interests in the village hall project as they are trustees of the HPFRG charity. Cllr Elliott reminded the meeting that she has resigned as a trustee of the charity. Cllr Lambard made a statement wherein she explained whilst she has a personal interest in the village hall because of the close proximity to her house, she did not believe she had a prejudicial interest in matters concerning the contracts.

Cllrs Clarke and Berrie declared personal and prejudicial interests in the wet berths as they both have a mooring. Cllr Berrie also declared a personal and prejudicial interest in the allotment fees as he is close to someone who has an allotment.

3. Temporary clerk

Cllr Clarke introduced Pauline James, parish clerk to Acle, Upton, Woodbastwick and Beighton Parish Councils, who has agreed to act as temporary parish clerk for Hickling until a new clerk is appointed. Satisfactory references have been obtained. It was agreed that she be appointed on a month's notice, at £20 per hour plus relevant expenses.

4. Minutes of last meeting

The Minutes of the meeting held on 18th June 2011 were approved as circulated, and signed by Cllr Clarke as Chairman of the Parish Council.

5. Matters arising

- 5.1 The payment of the outstanding professional fees has not been resolved.
- 5.2 The Jubilee lunch will be considered at the September meeting.
- 5.3 Cllr Clarke reported that she had contacted John Deere about the repairs to the Council's mower; the company is refusing to pay for the repairs as they claim the mower was not serviced by an approved contractor. Anglian Mowers has been contracted to carry out the necessary repairs.
- 5.4 The outstanding berth fee has been received.
- 5.5 A note was put in the local newsletter about dog fouling.
- 5.6 Additional correspondence has been received about the proposed power and waste recycling centre at Kings Lynn.
- 5.7 Confirmation is awaited for the footpath map.
- 5.8 Letters about two hedges overhanging the highway will be sent shortly.

6. Planning

NNDC applications – considered at the meeting:

1. **PF/11/0887 – Miss Smith, Community Centre, The Street** – installation of air source heat pump. The councillors had no objection so long any noise issues have been considered.
2. **PF/11/0854 – Mrs Jarvis, Old Manor House, Sutton Road** – conversion of barn to residential dwelling with detached garage and relocation of stables. The councillors had no objections to the plans.

Planning results from NNDC:

1. **PF/11/0026 – Mrs Semmance, Brambley Hedge, Stubb Road** – erection of treatment rooms and kennels. Permitted.
2. **PF/11/0701 - Hickling Parish Council, land at Ouse Lane** – variation of condition 2 of 10/0696 to permit erection of additional plant room, increased footprint of changing rooms, change of roof profiles and installation of additional roof lights.

7. Correspondence

- 7.1 Robert Clarke has resigned as the Council's internal auditor; he can no longer act as independent auditor because of Cllr Clarke being on the Council. The Council sent its thanks to Mr Clarke.
- 7.2 A request has been received for copies of invoices and other information from a resident. Copies of all papers have been supplied, where available.
- 7.3 Maggie Prettyman has resigned as Trustee of HPFRG Charity and sent a letter of complaint. It was agreed to discuss this at the end of the meeting.
- 7.4 Norman Lamb MP has sent details of his planned visit to the village on Thursday, 1st September at 2.00 p.m.
- 7.5 The Broads Authority has sent notification that the next Parish Planning Forum will be held on Wednesday, 28th September at 6.00 p.m.

- 7.6 The next meeting of the Upper Thurne Working Group will take place on Tuesday, 15th November at 9.30 a.m.
- 7.7 The Police has sent details of one recorded crime since the last meeting; a theft.
- 7.8 NNDC sent a reminder to residents to ensure that they are on the electoral roll.
- 7.9 Victory Housing Trust invited residents to nominate a Community Hero for an awards scheme.

8. Treasurer's Report

£

Community Account:

Balance b/f 19th July 2011 170,030.13

Receipts:

Website advertising 26.00

AON – insurance refund 34.15

Payments:

S Sainsbury – clerk's fee for one month 296.67

Methodist Hall – room hire 12.00

HMRC – PAYE 74.16

S Sainsbury – exps 15.60

A Perkins – work at pond 290.00

Century Printing – leaflets 31.80

Balance c/f 8th August 2011 169,370.05

No: 2 Account (+staithe fee £307) 14,035.85

Savings Account (+int £2.51) 20,168.58

Total monies at 8th August 2011 206,574.48

The above payments were approved.

9. Village Hall

Cllr Clarke repeated that the files were with the Norfolk Association of Local Councils for legal advice.

10. Parish Council Property Reports

(a) Staithe

1. A copy of the public liability insurance has been received for Harry Nudd.
2. It was agreed that the staithe committee should meet to confirm the terms for the agreement with Mr Nudd.
3. It was agreed to produce signage to advise people not to let their trailers go off the end of the slipway as they are liable to get stuck.
4. Cllr Ellis reported that the winch insurance is out of date. It was agreed that it was more cost-effective to replace the winches annually than to obtain new insurance. It was agreed that Martyn Scott should be asked to purchase two winches, at a cost of £189 for the two. It was also agreed that Mr Scott be asked to install two new posts.

Cllr West left the meeting at this point.

11. Wet Berths

(Cllrs Clarke and Berrie each declared a personal and prejudicial interest and left the meeting before the discussion and voting.)

Currently wet berth holders are invoiced annually, for a three year term and no refund is given if the person removes the boat before the end of the year. It was felt that this might reduce flexibility in the system, when there is a long waiting list for berths.

It was agreed that, so long as there is a waiting list, refunds would be given for complete months remaining on the term, with an admin fee of one month. The berth that is given up would be offered to the next person on the waiting list who must pay the fee straightaway, or it passes to the next on the list.

12. Allotments

(Cllr Berrie declared a personal and prejudicial interest and left the meeting before the discussion and voting,)

It was agreed to contact Brown and Co to ask what the allotment rent would be next year.

13. Website

Cllr Berrie reported on a new link for the Parish Council, using Wordpress, for which there is free training, and which is supported by the County Council. It was agreed to use Wordpress.

Date of next meeting – 5th September at 7.15 p.m. in the Methodist Hall

Parish surgery – 18th August from 10 – 12 noon in the Methodist Hall

Public meeting – 23rd August at 7.00 p.m. to hear a report on the village hall

The meeting was closed at 9.00 p.m.

**S Clarke
Signature**

**5th September 2011
Date**