



Chair: Sandra Clarke

Vice Chair: Angela Lambard

Parish Clerk: Stephen Williamson

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# MINUTES OF MEETINGS

**2012-13**

## **3<sup>rd</sup> APRIL 2012 – Hickling Methodist Church**

### **PRESENT AT THE MEETING**

Councillors: S. Clarke (Chair), T. Ellis, D. Scott, K. Scott. S. Williamson (Clerk)  
and 22 members of the public

*The meeting commenced at 7.15 p.m. The Chairman explained that with three Councillors unable to attend, the necessary quorum had just been met and that Mr. Scott needed to leave by 8.15 p.m. for work commitments. In order to accommodate that the public section would be held at the end of the meeting.*

### **1: APOLOGIES FOR ABSENCE**

Councillors A. Lambard (unwell), P Berrie (holiday), P. Deane (family commitment) To accept apologies – Proposed Mrs Ellis, Seconded Mrs Scott. All In Favour.

### **2: DECLARATIONS**

The Chairman (Mrs Clarke) declared an interest in the Staithe as her husband was a berth holder.

### **3: MINUTES OF LAST MEETING**

The Minutes of the meeting held on 6<sup>th</sup> March had been prior circulated. No amendments were found to be necessary. To accept the Minutes as a true and accurate record – Proposed Mrs Scott, Seconded Mrs Ellis. All In Favour. The Clerk informed those present that the private section of the Minutes would be withheld until after current legal proceedings had concluded, and also mentioned that with Mr. Berrie on holiday, the Minutes would not appear on the website until his return.

### **4: MATTERS ARISING**

The only matter was to formally confirm Mr. John Gallop of Acle as the Council's external auditor for the accounts of year just ended. All In Favour. Letter of appointment necessary, Clerk to deal.

### **5: PLANNING**

Hill Common – Mrs Scott informed that Council were concerned about the steps and attended the planning meeting. The Planning Application for the steps was then withdrawn, but plan for timber decking was agreed subject to Parish Council's comments. Council to write to Broads Authority about the quality of the flood defence work carried out. Planning application - Sunset in Stubb Road, Council were informed that this was a repeat of a 2009 application, but was being treated as a new one. Noted that the extensions forward of the principal elevation fronting a highway are not permitted. To be further discussed with NNDC case worker (on

holiday)

**6:**

## **CORRESPONDENCE**

The Clerk first dealt with the crime report submitted by PCSO Boardman which showed one reported crime of fraud by misrepresentation, no further details were available and the case was being investigated. On other matters the Clerk read the reports received from Hickling Barn and read in full the Council's submission on the licensing application. He also confirmed that he had registered for a copy of the Electoral Roll, and briefly mentioned changes to certain local bus services which he stated should appear in the next Parish newsletter. He advised that details of new planning applications for waste incinerator at Kings Lynn were available on-line and also informed that the official announcement of those standing in the forthcoming District election had been published and would soon appear on the notice boards.

**7:**

## **JUBILEE COMMEMORATION**

The Chairman informed that a good response had been received on the matter of the Parish presenting commemoration mugs to the children of the village, with a quick calculation showing at least 90 had already been accounted for. The Chairman Proposed that a maximum limit of 200 be placed with a lesser number (100 -120) actually ordered and paid for at this stage. Seconded Mrs Scott. All In Favour.

**8:**

## **VILLAGE REPORTS**

**On the Staithe** Mrs Ellis reported that matters were proceeding in relation to work on the Staithe and that it was hoped that work could take place in June. A few boats would need to be moved temporarily and berth holders would be informed personally. The ditch was to be cleared at cost price by Mr. David Beales and again berth holders affected would be contacted. The plans drawn up by Mr. Ellis of Acle were approved by Council. Approval was given to pay Mr Ellis's interim invoice together with fee for planning application to Broads Authority. On the matter of removing the old tyres, two quotes had been received with Envirotyre being slightly cheaper at 90p each plus VAT. It was stated that as it was near impossible to count the tyres in their present location and form it would be advisable to have someone present at clearance to make and agree the count.

**On Chapel Pit** The Walnut Tree had arrived from a company called Gardenplan with planting scheduled for the coming weekend. Indications were that the problem at the bus stop would cost around £300 to fix, so other options were being examined (the solution appears to be to fit a grated gully at the front leading to a four inch pipe which would drain into the pit.)

**Parish Surgery** the main comments concerned bottle banks in front of Council notice board with hopes that the bin location could be changed or notice board moved. Complaints also about signs and notices being placed throughout the village and not removed when the 'event' had passed. Perhaps a mention in the newsletter requesting that these signs be removed

**Mower/Grounds Maintenance** The Chairman explained that with the difficulties on storage of and ongoing costs of the mower, contracting out was being examined with tenders being sought. Cost for the year (on the assumption of nothing major going wrong) were likely to amount to between £420 and £520. The Chairman also stated she had seen a similar mower (older and more used) on E-bay for £4,500 and felt the Council owned one would worth more. On the Toro mower this was not currently working, quotation for repair to be obtained.

**9:****FINANCIAL MATTERS & PAYMENTS**

Council Year 2011-12 – Cheques will be dated 31st March 2012

To	Reason	Amount
Sandra Clarke	Refund Cost of New Printer Purchase ( <i>This replaces older unused cheques</i> ) £498.00 plus paper purchase £5.00	<b>£503.00</b>
S. Williamson	Salary for March 2012 (Basic 30 hours @ £10.62)	<b>£318.50</b>
S. Williamson	Expenses for March 2012 Allowance - £13.00 / Mileage - £28.00 / Postage £2.59	<b>£43.59</b>
S. Williamson	Quarterly Overtime Payment (hours in addition to 30) January 5 hours / February 10 / March 25 -- Total 40 @ £10.62	<b>£424.00</b>
Staples	Stationery by way of recompense to Reedham Parish Council For use of their paper & printer prior to new printer purchase	<b>£30.64</b>
<b>Total Of Above</b>		<b>£1,319.73</b>

Council Year 2012-13 – Cheques will be dated 3rd April 2012

NALC	Annual Subscription for 2012-13	<b>£176.42</b>
S. Williamson	Advance payment for bulk stamp purchase	<b>£29.20</b>
G. Yarmouth Pottery	Deposit on mug order (£1 per mug)	<b>£120.00</b>
Hickling Methodist	Rent for use of hall this meeting	<b>£12.50</b>
<b>Total Of Above</b>		<b>£338.12</b>

**FROM THE STAITHE ACCOUNT (Council Year 2011-12)**

Pat Deane	Refund of costs incurred including berth renewal notices Ink £15.65 / Laminating sheets £33.00 / Stationery £21.59 / Lawnmower Fuel £6.50	<b>£76.74</b>
<b>Total Of Above</b>		<b>£76.74</b>

**FROM THE STAITHE ACCOUNT (Council Year 2012-13)**

John Ellis	On account payment for architectural work relating to drawing up Staithe Plans	<b>£400.00</b>
Broads Authority	Planning Fee relating to Staithe application	<b>£85.00</b>
<b>Total Of Above</b>		<b>£485.00</b>

**BANK BALANCES (As At 1<sup>st</sup> April 2012)**

Community Account 60495689	<b>£4,763.64</b>
Staithe account 33717631	<b>£11,208.76</b>
Business saver 43164527	<b>£90,139.19</b>

**10****ANNUAL MEETINGS**

The Clerk informed that the Annual Parish Meeting would take place at Hickling Barn on 8<sup>th</sup> May, and recorded thanks to Mr. Cook and the Bridge Club for accommodating this. The Annual Parish Council Meeting would now be held preceding the normal Council meeting on 1<sup>st</sup> May, the start time of the normal meeting would be delayed to accommodate this.

**11****VILLAGE HALL**

The Chairman stated that little could be reported at this time, however the Council's solicitors were awaiting to hear from the Charity's solicitors as the Writ was not submitted accurately.

**12****COUNCILLORS COMMENTS/FUTURE AGENDA**

There were none

*With the time at 8.08 p.m. this part of the meeting was formally closed. Mr. Scott left.*

**PUBLIC SECTION**

County Councillor (Paul Rice) announced he had joined the Broads Authority. District Councillor, Mr. Jarvis the District Councillor informed that the full application and other matters concerning the licence application would appear on the NNDC website, and also announced applications open for grants under the Big Society Fund for projects of community involvement. From other members of the public, concerns were raised about costs of the legal process being placed upon the village, in reply Mrs Clarke stated she could not guarantee that such costs would occur but pointed out that it was the Charity that sued the Council and the Council had to defend. There was also a query as to whether the newsletter represented both sides, to this the point was made that it was a report from the Parish Council (and Chairman), invitation issued to speak personally about concerns.

*Signed after agreed amendment and approval by  
Council as being a true and accurate record by the  
Chair of the meeting or authorised deputy*

Dated: