



Chair: Sandra Clarke

Vice Chair: Angela Lambard

Parish Clerk: Stephen Williamson

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MINUTES OF MEETINGS

2012-13

4th SEPTEMBER 2012 – Hickling Methodist Church

PRESENT AT THE MEETING

Councillors: S. Clarke (Chair), A. Lambard (Vice-Chair), P. Berrie, P. Deane, T. Ellis, D. Scott.
Mr. S. Williamson (Clerk) and 30 members of the public

The meeting commenced at 7.15 p.m. The Chairman informed that the public section would be moved to the end of the main meeting after a statement which would be read within Item 10 (Village Hall)

The meeting proper commenced at

1: APOLOGIES FOR ABSENCE

From Mr. K. Scott (family commitment). Accepted unanimously. Apologies also received from NNDC Councillor B. Jarvis and PCSO Boardman

2: DECLARATIONS

Mrs Clarke declared personal interest in the staithe as her husband was a wet berth holder. Mr Berrie declared personal interest in the staithe as holder of wet and dry berths. Mrs Deane declared personal interest in the staithe as holder of a wet berth. Mrs Lambard declared personal interest in the staithe as she was on the waiting list and further declared personal interest in matters relating to Hickling Barn as she was a close neighbour. Forms were duly signed.

3: MINUTES OF LAST MEETING

The Minutes of the Finance Committee meeting on 3rd July had been prior circulated. No amendments were deemed necessary. The Clerk pointed out that only Mrs Clarke and Mr. Berrie could accept officially. To accept the Minutes as a true and accurate record – Proposed: Mr. Berrie, Seconded: Mrs Clarke. The Clerk stated that although he was not eligible to vote that he agreed with the Minutes. Adopted. The Minutes were duly signed. Next the Minutes of the main meeting held on the same date – these too had been prior circulated. No amendments were deemed necessary. To accept the Minutes as a true and accurate record – Proposed: Mrs Scott, Seconded: Mr. Berrie. All In Favour. Adopted. The Minutes were duly signed.

4: MATTERS ARISING

The Clerk stated he had no information to impart that was not covered in other agenda items. Mrs Clarke confirmed that the mower had been sold to the highest bidder, money banked and cleared.

5:

PLANNING

There were no new applications. The Clerk informed that previous application PF/12/0590 (Land between Golden Gables and Harrow Weald, Staithe Road) had been approved.

6:

CORRESPONDENCE

Firstly the Clerk apologised for being unavailable (owing to illness) for much of the past three weeks and promised that any outstanding correspondence would be dealt with as soon as possible. He wished to record formal thanks to Mrs Clarke and Mr. Berrie for dealing with certain matters on his behalf. On police and crime matters, the Clerk imparted recommendation from Norfolk Constabulary relating to care of diesel and fuel oil, and also to bike safety and security. On specific matters five crimes had been recorded between 4th July and 2nd September – two thefts, one theft from a motor vehicle, one assault (detected) and one criminal damage.

On other correspondence the Clerk informed that NNDC would be sending a dog warden to view problem areas, he read the full report concerning Hickling polling station, dealt with the most recent (July) Hickling Barn monthly report as well as mentioning the six monthly report (January to June) and also referred to a new fuel poverty initiative, creation of a new reed-bed on the marshes by River Thurne/Candle Dyke, various comments regarding ambulance response times in the view of possible cuts, brief details of the Big Society funding initiative, a charity providing breaks for carers and Victory Housing Trust sponsorship for 'North Norfolk Community Heroes'. The Clerk also advised of the impending closure of Sea Palling Road (resurfacing) in November. Next the Clerk referred to a letter from NNDC concerning the agreement relating to land in Hickling under Section 106 agreements and it was stated the letter could be answered positively. Information was also given about 'amnesty' days in September/October for disposal of hazardous waste

NCC Councillor Paul Rice made meeting aware of funding available for almost anything that was community based literally any amount between £100 and £100,000; he stated that full details should be available on the NCC website from 10th September.

7:

HICKLING STAITHE

Mrs Deane reported that a contract grass cutter was now able to cut between the boats, this taking place about every three weeks, nettles and brambles under the boats needed attention as well. Staithe boats were now checked daily. New visitor launching system has worked quite well. Launchings were supervised where possible and patrons instructed on where to park (trailers etc.). A site plan is being drawn up listing every boat registration number and owner's name. Mrs Deane had personally met with around 60 boat owners. Police had been called three times in the past three weeks to deal with theft and criminal damage. Lastly Mrs Deane mentioned that Council were looking at the possibility of incorporating a couple of bicycle racks within the Staithe refurbishment project.

Mr Berrie stated that the new slipways were being done for safety reasons.

Quotes - The archaeological dig – This was a condition of planning permission and Mrs Clarke gave details of two quotes received and recommended Chris Birks at £495.00 plus VAT – Proposed: Mr. Berrie, Seconded: Mrs Deane. All In Favour. Mrs Clarke had some concerns. Barrier – This was subject to approval but a bespoke barrier at a cost of £3,465.00 would only be built subject to receiving a grant. Mrs Clarke made it clear that this should be 100% funded by a grant and stated that if the grant was not forthcoming the barrier would not be built. If going ahead a mobile forge would visit the site and she hoped to make this an event involving local school children. Mrs Clarke then informed of several discussions with Steve Lane of the Environment Agency in

relation to a grant that should be available almost immediately to the sum of £2,500. Mrs Clarke recommended acceptance of the quote from Holkham Forge. Proposed: Mr. Berrie, Seconded: Mrs Ellis. All In Favour. On the subject of fishing permits for the pike season Mrs Clarke informed that an annual charge of £45 had been proposed. Proposed: Mr. Berrie Seconded: Mrs Lambard All in favour. Lastly Mrs Clarke informed that signage, the history board and corrections to the footpath board were still outstanding and ongoing.

8: OTHER VILLAGE REPORTS

Chapel Pit: Bus shelter – deferred for further consultation.

Hickling Methodist Church were seeking assistance to finish off the tarmac approach, Mrs Clarke stated that as much as the Council would like to assist financially this may not be possible at this time.

Note: Council agreed to examine possible funding for BOTH projects. Proposed: Mrs Scott, Seconded Mr Berrie. All In Favour

Mrs Ellis reported on the property walk undertaken at the end of July by four members of the Parish Council, visiting and reporting on Allotments, Village Sign, Chapel Pit, and the Staithe.

Note: A copy of the Minutes of this walk will be included within the Minute Book Mrs Scott also informed that BESL had been contacted about Hill Common flooding and potholes reported to NCC Highways.

Mrs Lambard spoke about possibility of linking a footpath. Sandra Clarke met with Brown & Co. and approval is being sought from the landowner. Mrs Lambard said she had applied to Natural England for funding.

9: FINANCIAL MATTERS & PAYMENTS

The Clerk referred to entries within the prior distributed financial report: an enquiry was made to ensure that VAT did not have to be charged on sale of mower – it did not. In the same call it was further checked that VAT did not apply to berth rental charges, at this time the answer is no as we are below the limit of £77,000 turnover. The Business Saver account is to be closed in favour transferring to a higher interest earning account, henceforth known as 'Base Rate Reward' - balance below. Most monies have already been transferred, the balance below is Interest and will be transferred later. A transfer from the Staithe Account has been made to cover the PWLB payment due 5th September. The payment list was then considered and approved for payment: Proposed: Mrs Scott, Seconded: Mr Berrie. All In Favour.

PARISH CURRENT ACCOUNT

(Note the first two items were paid as agreed during recess month but need to be approved in retrospect)

To	Reason	Amount
S.A. Williamson	Salary for July 2012	£318.50
S.A. Williamson	Expenses July (£12.80) and Allowance July (£13.00)	£25.80
S.A. Williamson	Salary for August 2012	£318.50
S.A. Williamson	Expenses August (Mileage £12.80/Postage £2.80)	£28.60
	Plus Allowance August (£13.00)	
Ward Gethin Archer	Discounted Legal Fees and	£6,075.00

disbursements/court fee

(VAT Content = £800.00)

Hickling Methodist Room Hire 4 September £12.00

TOTAL CURRENT ACCOUNT £6,778.40

PARISH STAITHE ACCOUNT

Mrs T. Ellis Refund stationery purchase (VAT CONTENT £0.96) £5.75

Broads Authority Planning Approval for Staithe Renovations £85.00

TOTAL STAITHE ACCOUNT £90.75

BANK BALANCES – 3 September 2012

Community Account	60495689	£15,631.86
Staithe Account	33717631	£12,592.87
Business Saver Account	43164527	£6.05
Base Rate Reward	13007367	£96,256.12

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VILLAGE HALL

Mrs Clarke presented a statement with regard to the village hall, and presented documentation with regard to the difficulties in resolving this situation, particularly as there were a number of deleted emails and records relating to the Village Hall from the parish council computer. The other issues related to why governance was important, and the quality of the last three years accounts presented by the Charity, cash flow and a statement of cashflow-v-budget. It was agreed to report the issue of deleted emails to NALC and NNDC. Mrs Ellis Proposed, Seconded Mrs Lambard. All In Favour.

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COUNCILLORS COMMENTS/FUTURE AGENDA

There were no actual comments, however the meeting was informed that the next scheduled meeting was due for 2nd October and that the next Parish Surgery was scheduled for 20th September.

The public section commenced at 9.00 p.m.

PUBLIC SECTION

Several questions were raised, mainly to do with the ongoing legal dispute, several of which, Mrs Clarke stated unequivocally could not be answered at the present time. In answer to one query relating to the reasons why the Parish Council had proceeded with a counter claim, Mrs Clarke pointed out that a response and/or counter claim were perfectly normal on the issue of a writ.

With the time at 9.10 p.m. this part of the meeting was formally closed. The Motion to invoke going to closed session was Proposed: Mr. Berrie, Seconded: Mrs Scott. All In Favour

This section of the meeting commenced at 9.35 p.m.

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LEGAL MATTERS

THE MINUTE OF THIS SECTION OF THE MEETING IS WITHHELD PENDING THE CONCLUSION OF LEGAL PROCEEDINGS AND WILL BE MADE AVAILABLE IN THE MINUTE BOOK AND VIA THE PARISH COUNCIL WEBSITE WHEN PRACTICABLE – SEE ABOVE. THE FULL VERSION OF THE MINUTES WILL CARRY THE APPROVAL SIGNATURE OF THE CHAIRMAN IN THE USUAL WAY

With the time at 10.15 p.m. the meeting was closed

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: