

Hales and Heckingham Parish Council

**Minutes of a meeting of Hales and Heckingham Parish Council
held on Wednesday 25 November 2015 at 7:40pm
(following a presentation on proposals for A146 road changes)
in Hales and Heckingham Village Hall**

Present: Cllrs John Herring (Chairman), Alan Mason (Vice Chairman), Bev Herring, temporary clerk Christine Smith, County Councillor Margaret Stone (until 8:12pm) and four members of the public

The chairman asked those present if anyone intended to record the meeting - no one indicated that they wished to record the meeting.

63. Welcome - The Chairman welcomed everyone to the meeting and introduced the temporary clerk who was attending as the previous clerk had resigned.

64. Apologies - all Councillors in attendance therefore no apologies received.

65. Minutes of Previous Meeting – the minutes of meetings of the Parish Council held on Wednesday 9th September and Saturday 26th September 2015 were APPROVED and signed

66. Declarations of Interest – Cllr Alan Mason declared a personal interest in Planning Decisions item A, through a family member

67. Co-option – no candidates had come forward to fill the four vacant positions on the council so no co-option took place. It was NOTED that there was a desperate need for additional councillors and that every effort should be made to find candidates. County Councillor Stone suggested that a resident in a neighbouring parish who had expressed an interest in local democracy be contacted; Cllr Mason would do this

68. Planning Applications – the following items were considered:

- a) South Norfolk Council – notification that the Inspector's report into the South Norfolk Local Plan: Site Specific Allocations and Policies Document; Wymondham Area Action Plan and Development Management Policies Document has been received. Local Plan documents that were the subject of an Inquiry earlier in the year had been found "sound" and were adopted by South Norfolk Council on 26 October 2015 – NOTED

The following item required a response before the meeting; the Chairman responded after consultation with councillors:

- b) 2015/2241 – Mr P Grimes, land west of The Beeches, Green Lane, Hales – proposed new single storey dwelling – APPROVE

The following item was received after publication of the agenda; the response would be sent under delegated authority:

- c) 2014/2435 – Mr Bramley, land to the north of Hill Farm House, Yarmouth Road, Gillingham – to supply and install two 60kw wind turbines (20m tower) – amended proposal – it was agreed that the

council's previous OBJECTION be reiterated and add an additional comment on the possible impact on tourism

69. Planning Decisions – the following decisions were NOTED:

- a) 2015/0885 – Mr Lakh Dollay, Hales Hospital, Yarmouth Road, Heckingham – proposed revisions to consented scheme for residential conversion of Hales Hospital comprising revisions to location of some parking spaces, revised internal access road, satellite dish, demolition of store building and erection of gym building and tennis court – APPROVED with conditions, delegated
- b) 2015/0886 – details as above – Listed building Consent – APPROVED with conditions, delegated

It was AGREED that there be a change to the agenda order to permit County Councillor Stone to deliver her report

70. County and District Councillor's Reports – The County Councillor's report was as tabled. County Councillor Stone was congratulated on her recent marriage and was asked by the council for her support for the prompt delivery of the proposed bus stop changes and to not lose sight of the speeding issues on the Yarmouth Road. No report was received from the District Councillor.

The meeting returned to the order of the published agenda

71. Working Party Reports – the following updates were received from the council's working parties and NOTED:

- a) Community Events Working Party – the next two community events had been referred to the Council's insurance company to ensure coverage.
- b) Road Safety Working Party – the working party was pleased with the progress on the A146 roundabout project and the response to the public meeting held before the council meeting. Speeding issues on the Yarmouth Road were still a concern and efforts continued to reduce traffic speed.
- c) Hales Playing Field – inspections were being carried out as per schedule.
- d) Bus Service – it was confirmed that the bus timetable would change from 6th December, with the X2 service becoming a fast service between Lowestoft and Norwich and the introduction of an hourly X22 service through the village.
- e) Composting Scheme – the project had received good support from volunteers and was running successfully with 20 collections having taken place and around 30 members. Organisers were looking forward to continued success in 2016.

72. Standing Orders and Financial Regulations – it was AGREED to ratify the amendments to the council's Standing Orders and Financial Regulations, as reviewed at the council meeting on 9th September – the documents were signed by the Chairman

73. Grant to East Anglian Air Ambulance – it was AGREED that a grant of £25 be made to the East Anglian Air Ambulance

74. **Grant to the Royal British Legion** – it was AGREED that a grant of £25 be made to the Royal British Legion to mark Remembrance Sunday
75. **Charity Marsh** – it was AGREED that the current arrangements for distributing £25 to pensioners (one per household) in Heckingham annually at Christmas be continued in 2015. It was AGREED that the possible sale or letting of the marsh to a new tenant possibly for the grazing of horses, be investigated
76. **Grounds Maintenance Contract** – it was AGREED that a three year contract at a fixed annual price be awarded for the maintenance of the playing field and the churchyard
77. **Local Government Review Impact on Parish Council Structure** – the Local Government Review on parish boundaries was discussed at a briefing session held by South Norfolk Council in September 2015, which included the possibility of parish councils amalgamating. It was AGREED that the Local Government Review be added to the council's Action List
78. **Risk Register** – it was AGREED that this be discussed at the next meeting
79. **Action List** – Councillors considered the outstanding Action List.
- Item 41: Outstanding
 - Item 53: Reviewing
 - Item 64: Remaining open
 - Item 85: Outstanding
 - Item 103: Review in January 2017
 - Item 3/15: Closed
 - Item 7/15: Closed
 - Item 8/15: Ongoing
 - Item 9/15: Concluded; remove from list
 - Item 13/15: it was suggested that a letter or card referring new residents to the council's website would be appropriate. Cllr B Herring action
 - Item 19/15: Completed
 - Item 21/15: New clerk to submit claim
 - Item 23/15: Ongoing
 - Item 24/15: Ongoing, Cllr Mason to pursue
 - Item 25/15: Cllr B Herring awaiting a response
 - Item 26/1: Cars are still obstructing the footpath and road: police notices regarding inconsiderate parking passed on from Loddon parish council

Item 28/15: Ongoing and to be included on next agenda

Item 29/15: Ongoing

The meeting was adjourned for public participation at 8:50pm and reconvened at 9:05pm

- 80. **Correspondence** – as per tabled list was NOTED
- 81. **Expenditure** – payment of £10 from Chairman’s Allowance to cover cost of Bugler for the Remembrance service was APPROVED
- 82. **Budget 2016/17** – it was AGREED that a Budget/Precept Working Party Meeting be held as soon as possible to consider the council’s requirements, to be followed by a full meeting of the council to adopt the Working Party’s proposals
- 83. **Clerk’s Report** – no report
- 84. **Police Report** – no police were in attendance: the monthly crime statistics were NOTED
- 85. **Councillors’ Reports** – no reports
- 86. **Next Meeting** – the date of a budget/precept setting meeting would be arranged; the provisional date for the next full meeting of the council was 3rd February, to be confirmed
- 87. **Pursuant to the Public Bodies (Admission to Meetings) Act 1960 s2, due to the confidential nature of the business to be discussed in the following item, press and public were excluded**
- 88. **Staffing Matters** - discussions took place with an experienced clerk who would be willing to take on the post of Clerk and Finance Officer for Hales and Heckingham Parish Council on a trial basis for six months. It was AGREED to offer the clerk the post on a six month trial basis, starting immediately. The council offered it’s thanks to the temporary clerk for her help.

The meeting closed at 9:34pm

Signed.....

Date.....