

HALES AND HECKINGHAM PARISH COUNCIL

Minutes of the Annual Parish Council meeting held in Hales Village Hall on
Wednesday 25th May 2016 at 7.30 pm

Present Cllr Mrs B Herring (BH)
Cllr J Herring (Chairman) (JH)
Cllr A Mason (AM)

2 members of the public

In Attendance Anne Panella, Clerk to the Council

The Chairman asked those present if anyone intended to record the meeting – there was no indication that anyone would record the meeting.

Action

Election of Chair and Vice Chair

163 BH proposed JH as Chair, seconded by AM. All in agreement. JH proposed AM as Vice Chair, seconded by BH. All in agreement.

Welcome by the Chairman of the Council

164 Cllr Herring welcomed all to the meeting.

Apologies for Absence

165 No apologies were received from Council members.

Declarations of Interest

166 AM declared an interest in Item 9 Accounts for payment, where he receives payment of expenses

Other Appointments

167 To confirm that Adepta be appointed as Internal Auditor for a period of one year.

Public Forum

168 Thanks were expressed to the Councillors for the work they do within the community as they seek to improve the facilities.

Approval of the Minutes of the meeting held on 21st March 2016

169 The Minutes of the meeting held on 21st March 2016 were presented and approved. Proposed by AM, seconded BH. All in agreement

Matters Arising

170 Advice from SNC regarding merger proposals: as reported at the last meeting the Parish Council currently operates with the minimum number of councillors; efforts have been made to appoint other residents to join the council but, to date, have not been successful. In addition, the current temporary Clerk will stand down after this meeting and it has not been possible to appoint a replacement, permanent or temporary, Clerk.

171 JH and BH may move house but can and will remain as parish councillors until 2019 when elections are due. Many parish councils are finding it difficult to attract new councillors and the option of merger with an adjoining parish/es is possible. This presents an issue for SNC who, like all District and County Councils, are keen to devolve responsibility downwards for community facilities. A boundary review is due to take place shortly within South Norfolk and may address the

current lack of councillors by allowing more than one parish council to merge although noted that all councillors must agree the same level of Precept across all their parishes. A further option would be to enlarge the Loddon area and create Wards, each represented on a larger Council. It is up to each council to discuss potential ways forward with other councils.

172 Agreed that further discussions are required, on the perceived options, detailing benefit and obstacles, with adjoining parish councils. **JH**

173 Risk assessment training to contractor for play equipment: will likely be conducted within the next seven days. **JH**

174 Criteria to spending S106 monies: S106 monies are from the Wood End development; a legal agreement is in place with regard to how the monies can be spent. Advice from SNC is to provide estimates and proposals for the expenditure which will be scrutinised by legal advisers to ensure it meets the terms of the agreement. For the CIL monies the only query remains if the parish council seeks to spend the money in Hales when the development is in Heckingham; however, it was noted that residents use all the facilities across both parts of the parish and the parish council is not aware of any legal boundary between the two. Agreed SNC to be contacted to ascertain if Hales & Heckingham is one parish or two. **BH**

175 Reply from NALC regarding Service Level Agreement: Clerk requested clarification on this prior to agreement of paying the voluntary annual subscription. To date, despite reminders, no reply has been received.

176 Advice from SNC on dog fouling: there is across South Norfolk a by-law making it an offence not to clean up after your dog. However, SNC were not able to provide clarification on the number of successful prosecutions to date. Replacement wording was suggested by the parish council but SNC did not want to pursue this.

Correspondence

- 177
- i. Letter regarding SNC decision to only send planning applications electronically; some parish councils are unable to support this format in meetings in Village Halls
 - ii. Avocet House: agreed that the system in place should be sufficiently robust that there is little risk to the residents of Hales & Heckingham. However, a note to that effect to be sent in response to the consultation.

Accounts for Payment

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| 178 | Came & Co | Insurance | £354.00 |
| | Dale Foreman | Churchyard maintenance | £212.50 |
| | Dale Foreman | Grass Cutting: Playing Fields | £50.00 |
| | NALC | Annual Subscription | £139.55 |
| | Waveney Lower Yare & Lothingland IDB | Drainage rates for year ending 31/3/16 (Charity Marsh account) | £31.32 |
| | Adepta | Internal Audit | £84.00 |
| | South Norfolk Council | Annual emptying of Doggy Bins | £151.54 |
| | Alan Mason Expenses | Composting £24.89 Playing Fields £6.00 | £30.89 |
| | | TOTAL AMOUNT | £1,053.80 |

Resolved: to approve the payment as above with the exception of NALC subject to receipt of clarification on the Service Level Agreement (Minute175). Proposed by BH, seconded by JH. All in agreement.

Internal Audit Report

179 Adepta have completed the internal audit for 2015/16 and no queries were raised.

Resolved: to approve the Internal Audit for 2015/16. Proposed by BH, seconded by JH. All in agreement.

Future of the Village Hall

180 Trustees of the Village Hall have invited tenders for the re-development of the site; deadline for receipt is end of June 2016.

Heckingham Charity Marsh

181 Advice has been sought from the Charity Commission on how to dissolve the charity, sell the land and transfer funds to a new charity. It was agreed that this objective be included within the Playing Fields Working Party to seek the views of all residents (not only those over 65 that would benefit from the annual gift of £25).

182 The purpose is to remove the obligation from the Parish Council to administer the Charity Marsh, as its historic use has fallen away, and move funds to a more relevant purpose.

Reports from the Council's Working Parties

- 183
- Composting: four collections have been made to date; currently creating 2.5 tonnes of compost; volunteers continue to provide assistance with on-going maintenance
 - Bus Stop / Roundabout: NCC have confirmed the time scale has slipped slightly but will be ready to submit a bid to the next round of funding from the LEP in July for the roundabout development.
 - Road Safety: the proposed 'speed' signs for the bins cannot now be used as they may contravene the Road Traffic Act. Alternative designs were discussed and agreed to produce 400 A4 signs; cost to be £70-90 per 100 leaflets. **Resolved:** to produce 400 leaflets as above. Proposed by AM, seconded by JH. All in agreement.
 - Playing Fields: a former resident has moved back to the village and has offered to assist with fund-raising for the equipment, which will cover all age ranges. Three companies will provide plans and costings for consideration by the Working Party and Parish Council
 - Community Events: Celebratory Tea for the Queens 90th Birthday to be held at Masala Gardens on 12th June. An advert has been placed in Contact. Came & Co have been advised of the Queens celebration event.

BH

Planning Applications

184 2016/1082: Land west of The Beeches, Green Lane. A re-submitted application with amended vehicular access. No further comments; the Parish Council approved the original application

Reports

185 Noted that no reports were available from the County or District Councillors.

Action List

186 This was reviewed and updated. Welcome Leaflets will be distributed within Heckingham Park and new residents when they arrive.

Resolved: to print 200 Welcome leaflets at cost of £48. Proposed by AM,

seconded by JH. All in agreement.

Any Other Business

- 187
- Box of paper: to be purchased for the use of all three Councillors.
 - Air Quality: noted that farm insecticides combined with car emissions appear to be causing environmental and health issues with some residents
 - Bus Stop at Heckinghamk Park: No further update has been provided with regard to the developers responsibility to provide a second bus stop by this development
 - Tenancy of The Pit: the new tenant has now taken up occupancy and the rental monies received

Date of Next Meeting

188 Wednesday 20th July: to commence at 7.30 pm in Hales Village Hall.

There being no further business the meeting closed at 9.00pm

Signed.....

Date..... 20th July 2016