

HALES AND HECKINGHAM PARISH COUNCIL

Minutes of the Parish Council meeting held in Hales Village Hall on
Wednesday 28th September, 2016 at 7.30 pm

Present	Cllr B. Herring (BH) Cllr J. Herring (JH) - Chair Cllr A. Mason (AM) - Vice Chair
Other attendees	Nine members of the public County Cllr M. Stone (for part of the meeting) There were no other attendees.

The meeting agenda included a request that any attendees who wished to record the meeting should make this known to the Council; there was no such notification.

Ref	Detail	Action
208	Welcome to the meeting Cllr J. Herring welcomed all attendees to the meeting.	
209	Apologies for absence There were no apologies from parish councillors.	
210	Declarations of interest Cllr A. Mason declared an interest regarding item 226 (payments) as he is due a reimbursement of expenses for the composting scheme and some work on the playground.	
211	Report from County and District Councillors Margaret Stone introduced herself as the local County Councillor. Cllr Stone had issued an update report which she summarised for the benefit of attendees. The report is appended to these minutes.	

Cllr Stone provided an additional update with regards to ongoing discussions about the potential roundabout and bus stop scheme on the A146 at Hales. Approximately a year ago a plan was agreed, except for the funding. Every year there will be an autumn statement from the government allocating funding to local councils but the County and the Anglian LEP (Local Enterprise Partnership) make decisions about where monies are actually spent. Cllr Stone has been lobbying on behalf of the scheme which has been put together for Hales and believes she has gained a lot of support. The decision should be made at the next meeting in November, Obviously Cllr Stone cannot promise a favourable outcome but believes a lot of the important people are supportive and on board. Cllr Stone will forward an email to the parish councillors which will provide an opportunity for local views to be put forward. A brief explanation of the scheme was provided for the benefit of new attendees. A member of the public took the opportunity to explain a situation whereby a bus had not arrived and there was some discussion about the location of the new bus stop at Ranters Row. .

Cllr Mason took the opportunity to explain a process that H&H PC have put in place to enable complaints about the bus service to be collected. Forms will be available from Fabers who have been very helpful. Cllr Mason explained the importance of having facts rather than anecdotal evidence.

First Bus Company have said that they have to run to time and sometimes this means that the bus cannot come into the rural areas. All agreed that this is not acceptable.

There are plans in the pipeline for a further roundabout along the A146 at the junction with George Lane, Loddon - the monies for this are coming from the developer of the housing estate rather than from public monies.

The Chairman thanked Cllr Stone for her update and attendance. Cllr Stone then left the meeting.

212 **Public forum**

The meeting was adjourned for the public forum to take place.

There was further discussion about the bus situation relating to buses not turning up or coming into the village when they should do. A member of the public is collecting information about the bus service and provided an example about a lady injured trying to walk down to the bus stop near to the church (Ranters Row) where a car came close, she was knocked down in the slip stream and cut herself. The member of the public said he would be happy to display a sign in his own garden (which is near the village bus stops) about collecting factual information.

Another member of the public reported that their two cats had gone missing in the Norton Road area. Shots were heard in the area on the same night although it is not known if the situations are linked. The matter has been reported to the Police. Cllr Mason said he understands there are individuals authorised to shoot on fields.

A member of the public reported that they believe spraying ongoing again at Hales Green and promised signage has not appeared. The member of the public will write again to the individuals at the District Council about these matters.

A member of the public expressed delight at the improvements made so far at the village hall. Mrs. Hellendoorn explained that French students visiting Avocet House will be coming to paint the village hall soon.

A member of the public highlighted that there is a yellow van parked on the corner of Preston Lane which is causing an obstruction.

A member of the public raised the issue of broadband in the area. He has been trying to lobby BT to modernise the service. Cllr J. Herring said that the Parish Council have been working on this and chasing the Project Manager (PM) for this at the County. There is a box now being installed on Yarmouth Road which will be used to provide superfast broadband and it depends on where properties get their services from. The public attendees highlighted that it is impossible to run any sort of business or work from home when the broadband drops in and out and it is more difficult at peak times. Cllr J Herring will liaise with the individuals on this matter. Cllr Mason highlighted that there is a group near Dereham who are looking at an alternative to BT provision. JH

There being no further items to raise, the meeting was reconvened.

- 213 **Approval of the minutes from the meeting held on 20th July 2016**
Proposed by Cllr B Herring, seconded by Cllr. Mason. Approved.
- 214 **Matters arising from the last meeting**
Min 172 - investigate joining with other parishes - Cllr J. Herring reported that this parish will change wards from Gillingham to Chedgrave as part of the proposals for boundary review. One option was to look to see whether we could join with other parishes which adjoin us : Ravensingham, Stockton neither with PC; Norton Subcourse which does have a PC; Loddon becomes an area in its own right. So we will wait to see what happens with the bigger boundary review.
Min 173 - risk assessment training for playground and equipment - access to one of the slides has been repaired to prevent anyone damaging themselves.
Min 174 - is Hales and Heckingham one parish or two? - Cllr B. Herring reported that SNC have replied to the enquiry, stating that "Hales and Heckingham is a Joint Parish Council comprising two civic parishes".
Min 183 - playing field costings for equipment - in progress; covered under item 217 below.
Min 197 - Road safety - covered under 217 below.
Min 197 - Bus service, missing flag - Cllr Mason has written to the bus service who have said it is nothing to do with them so the question has been forwarded to the NCC Highways Department. The Parish Council will chase this matter. AM
Min 199 - Heckingham Charity Marsh - covered under 221 below
Min 200 - Approval for payments - composting scheme spreadsheet - this has been done and will form part of ongoing budget reporting.
Min 201 - Correspondence, Playcrete - covered within item 217 below
Min 201 - Correspondence - LG Boundary Review - nothing to be done. Further correspondence received.
- 215 **Co-option of additional parish councillor(s)**
There were no applications received to become a parish councillor for Hales and Heckingham.
- 216 **Planning applications**
2016/1869: Moreton Cottage, Yarmouth Road - to erect two new bungalows at land to the rear of Moreton cottage but with egress to School Lane. Councillors had commented between meetings, under the scheme of delegation. Following consultation between members observations of no objection were submitted. The Councillors had some concerns about access onto School Lane but assumed this element would be covered by the Highways Department. However, this application has now been "withdrawn" according to SNC's website.
- 217 **Reports from working parties**
Community events - Cllr A. Mason reported that there are two events coming up, the annual carol service on 11th December at St Gregory's in Heckingham and a curry night on 1st December at the Masala Garden. Cllr Mason explained that the Community Events Group form a working party of the Parish Council to enable the Group to be covered under the Council's insurance when events are held.
Road safety - Cllr J. Herring reported that the Parish Councillors had been discussing whether to apply for funding to install some village gates at the entrance to the village from the Haddiscoe direction. Proposed by Cllr B

Herring, seconded by Cllr Mason, approved. Cllr J. Herring will approach Mr. Edwards of NCC Highways for costings and will put a bid forward for funds. Cllr Mason reported at least two visits from the mobile safety camera - one person had been caught doing 48 mph even when traffic lights in place for ongoing works. JH

Playing field - Cllr B. Herring reported that estimates for new equipment have been received from two companies. The idea is to provide areas for young children, older children and adults. She is hoping to gain local support from people who would use the new facilities and be willing to get involved in the project to agree the schemes, collect the required 3 estimates (for the agreed scheme), gather funding and see the installation through to completion. There will be a need to involve the wider community in the proposals and, it is hoped, that this might take the form of a session in the Village Hall, late in 2016 or early 2017. Further correspondence has been received from other companies which will be considered within the overall project, as it progresses. BH

Bus service - this had already been covered during items 211 and 212. Additionally it was also reported that bus going through the village to Gt. Yarmouth has now been stopped.

Composting scheme - Cllr Mason reported that this continues to progress very well. The group has collected just over 9 tonnes and already been credited for 8 tonnes of that. Expect to hit 10 tonne target by next collection; has been a bumper year. Have lots of members but looking for additional volunteers as we have lots to do. A BBQ was held for scheme members in July and 30 people (members and their families) attended the event. The composting scheme is self funding and does not cost the council tax payer anything.

218 **Playground inspection report**

The annual playground inspection report has been received and was displayed via projector for the benefit of the attendees. Cllr J Herring explained that the current equipment is very tired and a number of issues have been highlighted within the report. The Council is in a difficult situation as matters raised need to be dealt with as the Council has a duty of care to protect those who use the facilities. However, as has already been reported, there is hope that new facilities could be provided and it would not be sensible to spend public money on items which are going to be removed. At present all of the items raised are of low impact. Following some discussion it was agreed that repairs would be effected where they can be for minimum cost but that expensive items (e.g. replacement posts) would be "held" pending decisions on replacement equipment. However, this cannot be open ended and it was tentatively agreed that a way forward needs to be agreed and underway within six months else equipment will need to be declared unusable and removed. It was also agreed that the same inspector be asked to carry out the checks in 2017. The proposals were submitted by Cllr B Herring, seconded by Cllr Mason and approved by all.

219 **NALC / LCPAS**

Cllr J Herring explained that the Parish Council has previously been affiliated with the Norfolk Association of Local Councils (Norfolk ALC) who are, in turn, affiliated with the National Association of Local Councils (NALC). However, when requests for assistance were made during 2015 it was not forthcoming. More recent requests to understand, perhaps via a Service Level Agreement (SLA) exactly what services Norfolk ALC

provide to the parish were also not complied with. Parish Councillors are understandably unhappy with the situation and had not approved payment of the 2016 Norfolk ALC subscription pending receipt of a satisfactory response with regard the SLA. The Council has now been advised that there is another group called Local Council Public Advisory Service (LCPAS) who can provide services to the Parish Council which are detailed in the SLA they have already provided. The matter was briefly debated. Cllr Mason proposed, seconded by Cllr B Herring and approved by all that Norfolk ALC be advised that the Parish Council would be withdrawing from membership and would not be paying the outstanding invoice. Cllr J Herring will effect membership of LCPAS.

JH

220 **The village hall**

Correspondence has been received from the Chairman of the Village Hall Trustees - Cllr J Herring read out the letter. In summary it is not the trustees who can make the decision about the sale of the property, the terms of the original conveyance (which has also been forwarded) state that it is the Parish Council who have to make the formal decision This is a matter of urgency as works have already commenced in the light of impending winter. The Council will ask LCPAS to provide legal assistance. Further, major work will not be undertaken until this is resolved. Mrs. Hellendoorn explained any monies will go to another village hall not to the Parish Council. Discussion ensued as to how the ownership of the hall might be in the future - maybe a charitable trust still. There is a need to put the solicitors in touch with each other. Cllr J Herring will contact LCPAS and see what they recommend. Cllr Mason proposed a Working Party be created for Village Hall (seconded by Cllr B Herring) with a brief to ensure that the future of the village hall is dealt with in a proper and transparent manner. All approved.

JH

221 **Heckingham charity marsh**

Cllr Mason explained what the charity marsh is and that we are seeking to determine whether it is worth selling the land and use the funds gained for the purpose of improving other facilities in the village like the playing field. Cllr Mason working on changing the rules with the Charity Commission to enable this to happen. It is currently let so is gaining an income.

AM

222 **Public rights of way records**

Cllr J Herring summarised an email received from a private individual asking if the Council would wish them to investigate whether there are any historic rights of way that we might have lost and need to be reinstated. None of the councillors felt that this was an appropriate use of funds. Cllr J Herring will respond.

JH

223 **Bus shelter**

Cllr J Herring had received correspondence from a company asking if we wished to improve the bus shelter. There was no appetite to take this up, especially as it had already been reported that the bus using the stop has now ceased.

224 **Payphone removal**

Cllr J Herring advised that the payphone is going to be removed unless we wish to make representation to BT and the district council. Councillors maintained the view that there is no desire to retain, fund or maintain the telephone box for alternative purposes.

225 **Auditors' reports**

The Council's Internal auditor was Adepta who passed the accounts with one or two minor comments. The External Auditor, Mazars, have asked the Council to do three things which are to:

- a. provide notification that the audit has been concluded and that the statement of accounts has been published
- b. provide notification of the rights of inspection conferred on local government electors by section 25 of the Local Audit and Accountability Act 2014: and
- c. provide the address at which, and the hours during which, those rights may be exercised.

These actions have been taken. It was proposed by Cllr B Herring and seconded by Cllr Mason that the auditors' reports be accepted and a nominal sum of £5.00 be applied should a copy of the report(s) be requested under the rights of inspection detailed above. Approved.

226 **Treasurer's report and accounts for payments**

Cllr Mason listed the items requiring payment as follows:-

To Alan Mason for Playground repairs reimbursement - £36.00

To Alan Mason for Composting scheme reimbursement - £114.33

To LCPAS for professional support subscription - £100.00

To Dale Foreman to cover underpayment from previous meeting - £20.00

To Dale Foreman for grass cutting playing field (July, Aug, Sep) - £150.00

To Dale Foreman for churchyard maintenance (St Gregory's & St Margaret's) - £212.50

To David Bracey for playground annual inspection & report - £90.00

Total of payments due £752.83.

The above payments were proposed by Cllr J Herring, seconded by Cllr B Herring and approved.

Cllr Mason explained that a decision had been made some time ago that the Parish Council would support the local churches by paying for maintenance as there are a lot of visitors to them and the risk of trip hazards is high without the maintenance taking place.

Cllr Mason further presented his treasurer's report, highlighting the balances in the various accounts. Cllr B Herring remarked that the detailed information contained within the spreadsheets now being produced was very welcome and thanked Cllr Mason for making the information available.

227 **Correspondence received**

Cllr J Herring provided a list of correspondence received between meetings; he highlighted some of the items as follows:

Yellow lines outside Badger Development; our comments were ignored.

CPRE - requesting that the council join in opposing damaging new housing targets. Cllr Mason approves of the concept but then we do need housing.

In this area the proposals currently put forward have been agreed and don't get built. Cllr Mason proposed we sign up to it. After some discussion this was seconded and approved. JH

Unity Trust Bank - as a result of financial compensation scheme we had to declare that we had a turnover of under £400k in order to benefit from this scheme. This has been done and acknowledged.

Highways - there will be a rangers visit to Heckingham - we will suggest that they could trim along composting area.
Mobile Library - would we advertise their service - yes poster to be put up in bus shelter. JH

228 **Ongoing actions**

Bin stickers - Cllr B Herring to pursue quotation. BH
Seat - Cllr J Herring has checked the seat and reported it is in a poor state. He proposed that the Parish Council replaces the seat; this was seconded by Cllr Mason and approved. Cllr Mason to make contact with regards to the replacement. AM
NALC SLA - covered in earlier item. Matter now closed.

229 **Report from the police**

No specific update.

230 **Report from district councillor**

No update received.

231 **Reports from parish councillors**

Cllr B Herring suggested that there are probably some more welcome cards due to people who have moved into the village and offered to co-ordinate this matter. This was agreed. BH

Cllr B Herring also suggested that it would be an appropriate time (Christmas or New Year perhaps) to issue another newsletter as quite a lot is happening. This was agreed and Cllr J Herring offered to progress this matter. JH

232 **Any other business**

Nothing was raised.

233 **Next meeting**

Is confirmed as Wednesday 30th November, 2016 at 7.30 pm in the Village Hall.
There being no other business to discuss the meeting was closed at 20.53.

Signed :

(Chair / Vice Chair)

Date :