

**MINUTES OF THE MEETING OF HORNINGTOFT PARISH COUNCIL HELD AT St. EDMUND'S CHURCH ON TUESDAY 10<sup>TH</sup> MAY 2016 AT 7.30 P.M.**

**Present:** Councillor A Hill (Chair)  
Councillor I Baker  
Councillor P Chapman  
Councillor G Drew  
  
County Councillor M Kiddle Morris  
  
Four parishioners.

**1. Election of Chairman.**

Councillor Chapman proposed and Councillor Drew seconded the resolution that Councillor Hill be re-elected Chairman. All were in favour and Councillor Hill was duly elected. The Declaration of Acceptance of Office was duly signed and witnessed.

**2. Election of Vice-Chairman.**

Councillor Drew proposed and Councillor Hill seconded the resolution that Councillor Hawke be re-elected Vice-Chairman. All were in favour and Councillor Hawke was duly elected.

**3. Apologies for absence.**

Apologies for absence had been received from Councillor Hawke who was on holiday and these were accepted. Apologies had also been received from District Councillor T Carter.

**4. Declarations of Interest.**

There were no DPIs.

**5. Minutes of the Previous Meeting.**

Councillor Chapman proposed and Councillor Drew seconded the resolution that the minutes of the meeting held on Tuesday 8 March 2016 having been circulated be approved. All were in favour and the minutes were duly signed by the Chairman.

**6. County and District Councillor Reports.**

The County Councillor reported on devolution and that the government still wishes to have an Eastern powerhouse with an elected Mayor. The tier of Government would be made up of the Leaders of County and District Councils. Norfolk County Council has decided to stay at the table at this point. There is a lot of opposition to the proposals especially to an elected Mayor. A Government worded consultation is possibly to be sent out in July for a six week consultation. If no consultation is sent out then Norfolk County Council is out of the deal. In October Norfolk County Council has to decide if it is to sign up for the deal or not.

There has been a change of leadership at County hall. The Leader of the Council is now a Conservative and all the Committee Chairmen and Vice-Chairmen with the exception of one are Conservatives despite there not being a majority of Conservatives on all the Committees. The Policy and Resources and Community and Environmental Services Committee are the only two with a Conservative majority.

**7. Bank Mandate.**

It was agreed that Councillors Hill, Chapman and Hawke be the signatories.

**8. Matters to Report.**

**8.1 Risk Assessment.**

The Claypits , notice boards are satisfactory. There is a some subsidence at the bus shelter but this is not a risk at present. The verge at the church crossroads needs cutting as it is a visibility hazard.

Councillor Drew queried the use of the notice board at the church crossroads for non-Parish Council items. The minute of the meeting when it was agreed confirmed that this is only for Parish Council notices and Councillor Chapman will not place any future notices there.

### **8.2 Archiving of Records at Norfolk Record Office.**

The minutes from 1894 to 1989 have been deposited. There is one minute book remaining which Councillor Chapman will deposit in due course. This item is to be removed from the agenda.

### **8.3 Heritage Event 2016.**

Councillor Chapman reported that Dudgeon Offshore were offering grants but this will not now be until 2017. Any grants will in future be dealt with by another company. She has sent a grant application into "Love Norfolk" and is awaiting to hear if the application has been successful. The proposal is to purchase a party tent, screen and projector and the total cost would be £4500. She requested a donation on behalf of the Horningtoft Heritage Society from the Parish Council of £350 and this was agreed. The event will take place on the weekend of 25/26 June. She stated that CGM had cut the whole of the churchyard in 2014 but some parishioners felt that this had destroyed the wild flowers. The Chairman suggested that sheep be put into the churchyard and removed one week before the event and trim any areas as required and this was agreed.

The Chairman thanked Councillor Chapman and her colleagues for putting on the event for the Queen's birthday celebration which had been very successful. Councillor Drew agreed to cut the area next to the church for parking.

### **8.4 Broadband.**

Councillor Chapman reported that the mast had been erected and six parishioners had been connected and a further six are due to be connected by the end of May. The wireless broadband is working well. There had been complaints about the additional poles erected by BT and the additional cabinets. It was explained that new poles are needed for new non-fibre wires and it is not always possible to use existing electricity poles.

## **9. Planning.**

### **9.1 Applications.**

**9.1.1 3PL/2016/0330/VAR-Industrial Units Whissonsett Road-removal of condition 4 (personal to applicant) on pp 3/89/1046.**

**9.1.2 3PL/2016/0330/VAR-Industrial Units Whissonsett Road-variation of condition 6 on 3PL/2000/0036/F re restriction on use.**

No comment had been forwarded to Breckland Council on these applications.

The landowner explained that there had been problems with Breckland Council agreeing the conditions that had been applied to which building and all buildings had now been numbered so that there should be no confusion in the future. . By changing to B1/B2 use the whole site will be covered. There will be a further application for another variation of condition.

### **9.2 Decisions**

There were no decisions to report.

## **10. Highways.**

### **10.1 Report**

The grips on B1146 are to be requested to be cleared.

The County Councillor will contact the Highways Engineer regarding the flooding outside Sycamore Cottage. Potholes on Oxwick Road and Gravel Pit Lane will be reported. The finger post at FP1 had not been replaced and this will be reported again. FP3 is being used by horses and it was agreed to highlight this in the Upper Wensum Diary.

The application for the addition of the footpath from the end of Thumb Lane had been

forwarded to Norfolk County Council on 18 April. No response had been received. This had been sent in by Councillor Chapman not by the Clerk and her address had been given not the address of the Parish Council. This application may have to be redone with correct address and authority.

The Chairman asked the County Councillor if there had been any progress on the request for a 50 m.p.h. limit on the B1146. He explained that there is no budget in this financial year for any traffic management schemes so it is necessary to await and see if any budget is included in the next financial year.

County Councillor M Kiddle Morris withdrew from the meeting.

## 11. Correspondence.

The following correspondence will be circulated.

### 11.1 Clerks and Councils Direct May 2016

## 12. Finance.

### 12.1 Budget.

The budget sheets had been circulated and Councillor Drew proposed and Councillor Baker seconded the resolution that these be approved. All were in favour.

### 12.2 Insurance for 2015-2016.

The Clerk reported that a three year agreement with Aviva was taken out last year. Councillor Drew proposed and Councillor Hill seconded the resolution that the Parish Council remain with Aviva at a cost of £335.16. All were in favour.

### 12.3 Annual Governance Statement for the year ending 31 March 2016.

This had been circulated and Councillor Drew proposed and Councillor Baker seconded the resolution that this be approved. All were in favour.

The Annual Governance Statement was duly signed by the Chairman and the Clerk

### 12.4 Accounting Statement for the year ending 31 March 2015.

This had been circulated and Councillor Baker proposed and Councillor Drew seconded the resolution that this be approved. All were in favour.

The Accounting Statement was duly signed by the Chairman and Responsible Financial Officer.

### 12.5 Assets Register.

This had been circulated and this be approved unanimously.

### ASSETS OF HORNINGTOFT PARISH COUNCIL

	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
CLAYPITS Nom	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000
BUS SHELTER	3230	3295	3459		3808	3937	4055	4055	4055	4055	4055
SEAT 1	651	664	697		768	120	124	124	124	124	124
GRIT BIN							138	138	138	138	138
SEAT 2	69	73	77		85	88	91	91	91	91	91
NOTICEBOARDS x 2	910	930	976		1076	1112	1145	1145	1145	1145	1145
VILLAGE SIGN											
(Nominal Sum)			2000		<u>2200</u>	<u>2274</u>	<u>2342</u>	<u>2342</u>	<u>2342</u>	<u>2342</u>	<u>2342</u>
					8937	8531	8895	8895	8895	8895	8895

Seat 1 removed in 2011 and destroyed as beyond repair. Replaced with new seat.

Grit Bin purchased November 2011 and sited at Church crossroads.

### 12.6 Balances and cheques for authorisation.

Councillor Hill proposed and Councillor Baker seconded the resolution that the balances and cheques for authorisation which had been circulated be approved. All were in favour.

**Balances :-**

**Business Saver Account.**

Balance at 25 12 15	2403.10
Plus interest	<u>.30</u>
Balance at 24 03 16	2403.40

**Community Account**

Balance at 03 10 15	2720.42
Less cheques authorised 19 01 16-62.83	
Cheques authorised 08 03 16-790.09	<u>852.92</u>
	1867.50
Plus Grant for Transparency Code	<u>50.00</u>
Balance at 31 03 16	1917.50

Amount available for Section 137 : 130 x £7.42 =£964.60

Spend to Date : £00.00

Cheques for authorisation:

374	Norfolk ALC	Membership	83.02
375.	Came and Company	Insurance	335.16
376	Mrs Susanne Rutter	Internal Audit	16.00

**13. Matters for the next meeting.**

**13.1 Purchase of Dog Bin for church crossroads.**

**13.2 Website.**

**14. Date of next meeting.**

This was confirmed as Tuesday 12 July 2016 in St. Edmund's Church at 7.30 p.m.

The meeting closed at 2046.