



HOVETON PARISH COUNCIL

Parish Clerk: Miss Lisa Weller
Email: clerk@hoveton-pc.org.uk Tel: 07572 349600

NOTICE OF MEETING AND SUMMONS TO ATTEND

To – All Members of Hoveton Parish Council (Press and Public Welcome)

Dear Councillor,

You are hereby summoned to attend a meeting of Hoveton Parish Council (HPC), in the Jubilee Room at Hoveton Village Hall on **Monday 4th November 2019 at 6.30pm**. The business to be transacted at the meeting is set out below.

Lisa Weller, Clerk to Hoveton Parish Council – Tuesday 29th October 2019

As per Hoveton Parish Council's Standing Orders, anyone who attends a meeting of the Parish Council is permitted to report on the meeting whilst the meeting is open to the public. However, anyone wishing to do so should first read and note Hoveton Parish Council's Protocol For The Reporting Of Parish Council Meetings, available on the Parish Council's website or directly from the Parish Clerk.

AGENDA

1. APOLOGIES FOR ABSENCE

To receive, and consider for approval, apologies for absence and reasons given.

2. DECLARATIONS OF INTEREST

Members are reminded to declare personal and/or pecuniary interests in any items on the agenda in accordance with Hoveton Parish Council's Code of Conduct. The Council is asked to consider any requests for dispensation.

3. MINUTES OF PREVIOUS MEETING

To approve and sign the minutes of the meeting held on Monday 7th October 2019.

4. PUBLIC FORUM

- 4.1. To receive reports from District/County Councillors.
- 4.2. To receive a police report.
- 4.3. To receive questions and representations from members of the public relating to local issues. (In line with HPC's standing orders, public participation shall not exceed fifteen

minutes unless directed by the Chairman, and each member of the public may speak for a maximum of three minutes.)

5. CLERK'S REPORT

To receive a report from the Parish Clerk outlining actions taken following the meeting of 7th October 2019 and matters arising since the agenda was issued. For information only.

6. MATTERS ARISING FROM PREVIOUS MEETINGS

For information only. Updates from the general actions list arising from previous meetings of HPC.

7. PLANNING

7.1. To consider planning applications received for comment:

7.1a. PF/19/1810 – Single storey rear extension and demolition of side extension between house and garage. The Old Headmasters House, Tunstead Road, Hoveton. Deadline 12th November 2019.

7.1b. BA/2019/0343/COND – Amendment to monitoring plan and wording regarding weather conditions, variation of conditions 7 and 14 of planning permission BA/2016/0228/COND. Haughs End Road, Lower Street, Hoveton. Deadline 12th November 2019.

7.1c. PF/19/1670 – Use of playing field for car boot sales 8am–1pm on Mondays to Fridays and 8am–1pm on Sundays and Bank Holidays. Hoveton Village Hall, Stalham Road, Hoveton. Deadline 18th November 2019.

7.1d. Applications received since 29th October 2019.

7.2. To receive notification of planning decisions. (Planning Decisions List, Circulated)

7.3. Planning correspondence received/sent since 29th October 2019. For information only.

8. FINANCE

8.1. To consider the monthly Budget Monitoring Statement.

8.2. To review and approve items of expenditure. (Schedule of Payments, Circulated)

8.3. To note the receipt of £1,588.09 from HM Revenue & Customs via direct credit on 23rd October 2019 – VAT reclaim/repayment (1st April 2019 to 30th September 2019).

8.4. To review and discuss the preparation of the HPC budget for the year 2020/2021.

9. HIGHWAYS AND ROAD SAFETY

9.1. Highways and drains maintenance requests. *Cllr A Howe*

9.2. Stalham Road speed limit. Reduction of 40mph zone to 30mph. To consider draft letter to Norfolk County Council (NCC).

9.3. Parking charges at Hoveton & Wroxham railway station:

9.3a. To note email sent to Greater Anglia highlighting HPC's concerns.

9.3b. Parishioner concerns. Parking congestion on Horning Road West.

10. GRANARY STAITHE

10.1. Granary Staithe update. *Cllr P Howe*

10.2. Christmas tree and lights update. *Cllr P Howe & Cllr A Howe*

- 10.3. Use of Granary Staithe dyke. To review arrangements/agreements in place.
- 10.4. Potential use of Granary Staithe during Wroxham Bridge works. To consider request.

11. RIVERSIDE PARK AND POCKET PARK – UPDATE *Cllr Marshall & Cllr P Howe*

12. SERVICES AND AMENITIES

- 12.1. Replacement of Littlewood Lane/Tunstead Road dog bins with litter bins. *Cllr A Howe*
- 12.2. Community flowerbeds project. To consider costs/arrangements to be made for 2020.
- 12.3. To consider replacement of the parish noticeboards (costs and requirements).

13. REPORTS AND UPDATES

- 13.1. Brook Park. To review progress made on list of actions to be taken by Persimmon.
- 13.2. Grange Close foul water sewer flooding. Reported to Anglian Water.
- 13.3. Meadow Drive flooding. To note response from FW Properties.
- 13.4. Anglian Water. Queries raised on position statement issued May 2019.
- 13.5. Brimbelow Road surface water flooding. Reported to NCC for further action.

14. CORRESPONDENCE

- 14.1. BT payphone removal consultation (payphone adjacent to Stalham Road bus shelter).
Deadline 25th November 2019.
- 14.2. Wroxham Bure Valley Rotary Club. Request to plant purple crocuses near village sign.
- 14.3. Affordable housing and the Community Housing Fund. Information from North Norfolk District Council.
- 14.4. Home Group. Information on the 4women Outreach Service.
- 14.5. Power for People. Requesting HPC's support for the Local Electricity Bill.
- 14.6. ICO data protection concern. To note response sent by Clerk.
- 14.7. Correspondence received/sent since 29th October 2019. For information only.

15. ITEMS FOR CONSIDERATION AND DECISION

- 15.1. To discuss the operation of the private car park on Station Road (next to Pocket Park).
- 15.2. Overgrown trees/hedges. To agree an approach to dealing with concerns raised.
- 15.3. To consider a draft 2020 HPC monthly meeting dates schedule.
- 15.4. To consider items for inclusion in The Bridge magazine (December/January edition).
- 15.5. To consider passing a resolution that, in accordance with Paragraph 1(2) of The Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for item 15.6 on the grounds that this item involves the likely disclosure of exempt information as defined in the paragraphs of Part 1 of Schedule 12A of the Local Government Act 1972 (as amended).
- 15.6. Continuing incidents at Granary Staithe. To consider actions to be taken in accordance with HPC's Dignity at Work (Bullying and Harassment) Policy.

16. ITEMS FOR NEXT AGENDA – MONDAY 2nd DECEMBER 2019