



# HOVETON PARISH COUNCIL

Parish Clerk: Miss Lisa Weller  
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## **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 3<sup>rd</sup> February 2020 at 6.30pm**. The business to be transacted at the meeting is set out below.

Lisa Weller, Clerk to Hoveton Parish Council – Tuesday 28<sup>th</sup> January 2020

***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 13<sup>th</sup> January 2020.

### **4. PUBLIC FORUM**

- 4.1. To receive an update from North Norfolk District Council (NNDC). Community Housing Fund and Community-Led Housing.
- 4.2. To receive reports from District/County Councillors.
- 4.3. To receive a police report.

- 4.4. 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 13<sup>th</sup> January 2020 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/19/1659 – Hybrid application: Full planning application for 150 dwellings (Use Class C3), a new link road between Tunstead Road and Stalham Road, associated infrastructure and public open space. Outline planning application (with all matters reserved, except access) for the provision of 1ha land for provision of up to 75 bedspaces of age-restricted care-dependent dwellings for elderly-persons, such as Extra Care / Assisted Living housing (Use Class C3). Land East of, Tunstead Road, Hoveton. Deadline 25<sup>th</sup> March 2020. *Request for extension until 8<sup>th</sup> April submitted to NNDC. Community engagement events due to take place on 4<sup>th</sup> March (developer exhibition) and 11<sup>th</sup> March (public meeting hosted by HPC).*

- 7.1b. Applications received since 28<sup>th</sup> January 2020.

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

- 7.3. Planning correspondence received/sent since 28<sup>th</sup> January 2020. 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 consider a transfer of funds from HPC's savings account to HPC's current account.

- 8.4. May 2019 uncontested parish election costs. To consider response from NNDC.

## **9. HIGHWAYS AND ROAD SAFETY**

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

- 9.2. To consider the final draft of the Wroxham & Hoveton Network Improvement Strategy and to agree response to Norfolk County Council (NCC). Deadline 18<sup>th</sup> February 2020.

- 9.3. Broads National Park road signs. Update from the Broads Authority.

- 9.4. Norwich Western Link project. Update from Norfolk County Council.

## **10. REPORTS AND UPDATES**

- 10.1. Granary Staithe. *Cllr P Howe*

- 10.2. Riverside Park and Pocket Park. *Cllr Marshall & Cllr P Howe*

- 10.3. Brook Park. To review progress made on list of actions to be taken by Persimmon.
- 10.4. Meadow Drive site meeting (Church Field development concerns). *Cllr Marshall*
- 10.5. North Norfolk Town & Parish Forum. Update on meeting with NNDC. *Cllr Reeve*

## **11. SERVICES AND AMENITIES**

- 11.1. Grass cutting 2020 (highway grass verges and Village Hall's playing field). To consider additional quotes and advice from The Garden Guardian regarding 'cut and collect' in March and October.
- 11.2. Relocation of lamppost on Station Road (due to works relating to planning applications BA/2018/0154/FUL and BA/2018/0442/COND). Update from contractors.

## **12. CORRESPONDENCE**

- 12.1. BT payphone removal consultation – payphone adjacent to Stalham Road bus shelter. To note final decision taken by NNDC (agree to removal of payphone).
- 12.2. BT payphone removal consultation – payphone at junction of Station Road & Stalham Road. To note draft decision taken by NNDC (object to removal of payphone).
- 12.3. Environment Agency consultation – flood risk activity permit application for temporary fish barriers at the entrances between Hoveton Great Broad and the main River Bure. Deadline 17<sup>th</sup> February.
- 12.4. Correspondence received/sent since 28<sup>th</sup> January 2020. For information only.

## **13. ITEMS FOR CONSIDERATION AND DECISION**

- 13.1. To consider supporting NCC's Sky Lanterns & Balloon Release Charter.
- 13.2. Training session for councillors in conjunction with Horning Parish Council. Thursday 20<sup>th</sup> February 2020.
- 13.3. To consider the Clerk's request to take annual leave – Monday 17<sup>th</sup> February to Friday 21<sup>st</sup> February inclusive – and to carry forward her remaining annual leave entitlement (31.43 hours) into her new leave year.
- 13.4. To consider items for inclusion in The Bridge magazine (March edition).
- 13.5. 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 13.6 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).
- 13.6. Parishioner emails. Concerns about continuing incidents at Granary Staithe.

## **14. ITEMS FOR NEXT AGENDA – MONDAY 2<sup>nd</sup> MARCH 2020**