

# HEMPNALL PARISH COUNCIL

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**Minutes of the Parish Council meeting held on Tuesday 19 March 2019 at 8:00pm at  
The Mill Centre**

## **Present**

Chairman Mr David Hook, Mrs Liz Allen, Mr Kevin Cunningham, Mr Hamish Rose, Mr Mike Turner, Mr Peter Workman and the Clerk Mr Ian Nelson.

## **Members of the public present**

Mr John Dixon, Mr Barrie Masterson, Mr David Key, Mrs Melony Hook, Mr John Kelly, Mr Paul Edden, Ms Lesley Mitchenall, Ms Matilda Jones, Mrs Claire Key, Mrs Irene Lincoln, Mrs Mary Hobbs, Mrs Joan Cann, Mr Robert Webb. Some of the public left after matters arising from the parish meeting)

## **Apologies**

Apologies were received from County & District Councillor Alison Thomas, Mr Richard Delf, Mr Stephen Burley, Mr Roger Parker.

## **Declarations of Interest**

Mrs Allen declared an interest in the following matters:

- Affordable Housing/Millfields
- Land off Bungay Road Development
- Improvements to Swan Meadows Footpath

## **Minutes of the previous meeting**

Mr Workman proposed, Mr Turner seconded, and it was unanimously agreed the minutes of the meeting on 26 February 2019 be approved.

## **Public Participation**

This is recorded under the relevant headings below.

## **Matters arising from the Parish Meeting**

### **Pavement on Broaden Lane between Old Market Way and the war memorial**

Mr Workman reported he had enquired several times from NCC as to the possibility of a pavement, their response had always been Old Market Way is already served by a pavement joining The Street opposite the old barber's shop. Therefore, there is no need for another pavement.

Mr Workman proposed, Mr Hook seconded, and it was unanimously agreed that the Clerk write to NCC to ask if it was possible to have a pavement. IN

### **Picket Gates at Village Entrances**

Mrs Allen proposed, Mr Turner seconded, and it was unanimously agreed that the Clerk should write to NCC to establish the cost and procedures for erecting picket gates at 3 locations (both ends of the B1527 and Broaden Lane) IN

### **NCC Petition/Action Day re. Traffic Problems in the village**

It was agreed to agenda this for the next parish council meeting. IN

### **SAM2 calibration**

Mr Turner explained that the speed readings from both SAM2 units were the same indicating that it was unlikely that they were inaccurate. Many present indicated they felt the SAM2 units seemed to record their driving speeds accurately.

It was unanimously agreed that Mr Turner would make enquiries as to the cost of calibrating the units. IN/MT

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## **Parking on the pavements**

It was unanimously agreed that the Clerk should research the advice the police gave last time enquiries were made and put an article in the next newsletter IN  
IN

Mr Key was asked if the vicar could mention the issue from the pulpit.

## **Play area equipment**

Mr Webb indicated he would be happy to investigate what support might be available from residents and later seek funding.

Mrs Allen proposed, Mr Turner seconded, and it was unanimously agreed that the Clerk should: 1) investigate whether Zurich intended to continue to insure play areas; and 2) place an article in the newsletter to encourage parishioners to volunteer to help with an expansion of the play area and 3) agenda this item for approximately 8:30 at the June parish council meeting. IN  
IN  
IN

## **County/District Councillor update**

There was no update.

## **Planning Applications**

### **New applications since the last meeting:**

There were none.

### **Applications approved since the last meeting:**

2019/0282 - Mr P Ellis, Old Mill Cottage Field Lane Hempnall - Subdivision of Garden of Old Mill Cottage Field Lane Hempnall Erection of detached dwelling and garage.

2019/0215 - Mr & Mrs R K Johnson, The Thatched House Fairstead Lane Hempnall - Single storey extension to rear east elevation, block 2 windows to west elevation. Install up to 4 conservation type roof lights to west elevation.

2019/0237 - Mr Nicholas Waymont, Home Farm Alburgh Road Hempnall - Removal of cement render and replace with traditional lime render on all elevations. Repairs to timber frame as required

### **Applications refused since the last meeting:**

There were none.

### **Applications withdrawn since the last meeting:**

There were none.

### **Applications outside the parish boundary since the last meeting:**

There were none.

## **Affordable Housing/Millfields**

Mr Watts of Saffron Housing Trust Ltd had apologised for not getting in touch sooner. He is still waiting for an update from Stuart Bizley who is managing the land negotiations for Big Sky and Saffron are reliant on them responding to the land offer they made last year. Mr Watts continues to chase. The Clerk to monitor. IN

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## **Land off Bungay Road, Hempnall – Development – Pre-Application**

The Clerk and Mr Hook had sent a letter to NCC Highways, SNC and County/District Councillor Alison Thomas re traffic calming measures urging that a traffic calming measure (e.g, a roundabout) at the entrance to the HEM 1 site be installed as part of the development of that site. This is considered by the Parish Council as an essential prerequisite of that development.

The Clerk had established the parish council no longer owned the access road to the village hall and was therefore unable to have a direct influence over discussions between the developers and the village hall committee in regard to access to the HEM1 site. The land for the playing field was given to the parish council by Frederick Hall on 31 December 1948 and the site for the village hall and a car park together with the access road was sold to the Village Hall for £3,000 on 24 September 1980. The parish council then donated £3,000 to the village hall. The Clerk had a copy of the deeds and attached map. It was also noted that the parish council had retained a right of way for access to the playing field and also shared responsibility for the cost of upkeep for the car park and entrance road.

## **Bypass Proposals Briefing**

Mr Hook attended the briefing at SNC and reported back details of the meeting. It was noted that according to the draft proposals there were to be no easterly exits from the bypass from any of the 3 roundabouts thus reducing the risk of rat running through Hempnall. The bypass will also not be lit. There is currently no developer for the area between Long Stratton and the bypass. It was reported there was insufficient profit for a developer to pay for the full cost of the bypass contrary to what had been originally promised. Application has been made to central government for funding. The Hall lane access to Long Stratton is planned as a bridge crossing over the by-pass.

## **Matters arising from previous Parish Council meetings – completed**

### **Playing Field / Village hall rental setting**

The Clerk had issued the invoices.

### **Budget/Precept 2019/20**

The Clerk had informed SNC of the required precept prior to the deadline.

### **Parish Meeting**

The Clerk had issued the relevant notices.

### **Ben Burgess application at Swainsthorpe**

The Clerk had written to SNC, Swainsthorpe PC and the action group.

## **Matters arising from previous Parish Council meetings – awaiting others**

### **Nobb's Lane Spur**

Further forms are required to be completed. Mr Hook will co-ordinate.

DH

### **Local Council Award Scheme**

We await the 2019 audit.

IN

### **Tug-o-war poles**

Mrs Allen had indicated to the Clerk the work would be undertaken over winter.

LA

### **NCC road safety improvements**

We await NCC Highways. It was noted some work had been carried out.

IN

### **The Greens bus shelter**

Mr Workman will review the situation in Spring 2019 with a view to replacing the roof.

PW

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## Matters arising from previous Parish Council meetings – for discussion

### **Bus shelter seat repair**

Mr Delf is progressing the repair.

RD

### **Greens' Bus Routes**

The Clerk to write to NCC to express support for the service and highlight the issues re timing of services.

IN

### **Parish Partnership 2019-20**

We await the Parish Partnership for funding for the SAM2.

IN

### **Play Area Repairs & ROSPA report**

This was carried forward in the absence of Mr Delf.

RD/RP

### **Playing Field container**

This was carried forward in the absence of Mr Delf.

RD/RP

### **Improvements to Swan Meadow footpath**

Mr Rose had obtained an acceptable quote from Mr Dye and will instruct work to commence when appropriate after checking Mr Dye has the appropriate insurance cover.

HR

### **Football Club Ball Net**

Mr Hook and Mr Workman are to meet with Mr Shurmer on site and identify the troublesome bushes.

DH/PW

### **SAM2 Report**

Mr Turner had circulated the reports to councillors since the last main meeting.

### **Footpath Maintenance - cutting**

Mr Rose had contacted Jodie at NCC regarding this year's cutting dates and still awaited a response. Mr Rose to chase.

HR

### **Tree Liabilities and Cemetery/Memorial Management**

Mr Workman reported there were 2 gravestones which are a bit loose but will not fall over. There was another gravestone where the base is firm but it has a loose cross on top, however, the cross would not fall off, so it is not dangerous.

Mr Workman proposed, Mrs Allen seconded, and it was unanimously agreed that the Clerk should ask the grass cutting contractor to cut the war graves in the conservation area.

IN

### **Position of bench on playing field and posts around oak tree**

Mr Workman to will obtain a quote to move the bench to the new location and to construct protective posts around the memorial tree up to the Clerk's spending authority level.

PW

### **Grass Cutting on Playing Field**

In response to a request from the football club the Clerk had requested an extra cut in March out of the April to Sept contract. The Clerk to inform Mr Shurmer.

IN

### **Correspondence**

*Items given directly to Councillors or representatives since the last main meeting were:*

Various police crime summaries

Various planning applications

Relevant notices/agenda and minutes

Oak Tree Farm, Alburgh Road, Hempnall - 2018/1414

HPC Newsletter

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New application to hold Weddings and Civil Partnerships at Lundy Green Farm (Hempnall)  
Operation London Bridge  
Mail to neighbouring councils from Saving Swainsthorpe  
Land off Bungay Road, Hempnall - Parish Council Public Consultation Event  
Storm Eric  
Bypass Proposals Briefing  
Emergency Road Closure on The Street in the Parish of Hempnall due to a burst water main  
Norfolk Playing Fields Association - Annual General Meeting on 28th February at 6.30pm  
Information About Works: Hempnall, Alburgh Road – Drainage Improvements  
Norwich Western Link - consultation analysis update  
Speedwatch February Figures  
Norfolk Constabulary Public meeting notice  
South Norfolk District and Parish Council Elections - 2 May 2019  
Purdah guidance  
Notice of Election

No further matters were raised form the above.

### ***Items placed directly onto the Parish notice boards were:***

Relevant notices/agenda  
Land off Bungay Road, Hempnall - Parish Council Public Consultation Event Poster  
Norwich Medical School at the University of East Anglia x 2 posters  
Ping in the community grants poster  
Help Hub fun day poster

No further matters were raised form the above.

### ***Website***

The following changes had been made since the last main meeting:

Added relevant notices/agenda and minutes  
Added various planning application details  
Added various papers to be tabled at meetings  
Added the newsletter.

No further matters were raised from the above.

### **Correspondence from Parishioners**

Mrs J Chellis had written to report dog fouling in Roland Drive and it was agreed to place an article in the newsletter again and respond to Mrs Chellis.

IN

### **Financial Statements**

#### **Movements since last meeting**

The Clerk presented the financial statement attached to these minutes showing the movements from 16 January to 19 March 2019. The statement was not materially out of line with the annual budget. Mrs Allen proposed, Mr Workman, and it was unanimously agreed the statement be accepted.

#### **Hempnall Trust**

Mr Workman had indicated his willingness to serve a further 4 years as the parish council's nominated trustee and had been duly re-elected.

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## HPC Website

The Clerk wished for assistance to add a pop-up to the website re cookies. Mr Hook proposed, Mr Workman seconded, and it was unanimously agreed that the Clerk could spend within his authorised limit to assist with this.

IN

## Parish Council Elections May 2019

Mr Hook reported that the following had indicated they would not be standing for re-election:

- Mr Burley due to moving out of the village
- Mr Parker for health reasons

Mr Hook recognised the valuable contribution both parties had made to the parish and thanked them for their service as parish councillors.

There are therefore at least two vacancies.

The election will take place on 2 May if there are more than 9 people are nominated. (NB since the meeting we have discovered Hempnall has had the number of councillors reduced from 9 to 8)

ALL

## Items for next newsletter

The Clerk to draft and issue covering the following matters in the next issue:

- Hedge cutting whilst birds nest
- Do not park on the pavement
- Play area support
- Dog fouling

IN

## Items for next main meeting

- Appointment of Chair and other Officers
- Internal Audit
- Annual Accounts to 31/03/19
- Notice of expenses
- Insurance renewal
- Review of Policies and Procedures
- Standing Orders Review
- Risk Assessment Review
- Declaration of Interests Review
- Action Plan
- Information Audit

IN

## Date of next meeting

The next Parish Council planning meeting will take place on 16 April 2019 at the Mill Centre at 19:30 and the next main meeting on 14 May 2019 at the Mill Centre at 19:30.

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There being no further business, the meeting was closed at 9:43pm.

Signed \_\_\_\_\_ Date 16 April 2019

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## FINANCIAL STATEMENT

Presented to meeting on 19 March 2019

### Current Account

<b>(Payments)/Receipts since last meeting:</b>	<b>£</b>
21/01/2019 SNC - rent	300.00
23/01/2019 D Whiting - Moles - playing field	(165.00)
05/02/2019 CGM - grass cutting	(56.68)
14/01/2019 Football Club rent	337.00
11/02/2019 Eon - Streetlight Electricity	(10.97)
26/02/2019 Village Hall - Sports hire	(695.00)
09/02/2019 tr bpa to c/a	500.00
26/02/2019 Norse Eastern - Newsletter	(48.00)
04/02/2019 Hempnall Tennis Club	175.00
07/03/2019 CGM - grass cutting	(56.68)
11/03/2019 Eon - Streetlight Electricity	(11.29)
05/02/2019 NSB Interest	4.88
05/03/2019 NSB Interest	4.41
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	277.67
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<b>Closing Balance</b>	<b>589.02</b>
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### Business Premium Account

<b>(Payments)/Receipts since last meeting:</b>	<b>£</b>
09/02/2019 tr bpa to c/a	(500.00)
04/03/2019 Barclays Interest	29.55
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	(470.45)
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<b>Closing Balance</b>	<b>58,123.93</b>
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