



Meeting Minutes

Parish Council Meeting of Hempton Parish Council

Thursday 21st March 2019, 7pm, Hempton Church Rooms

In Attendance

Cllr Woods (Chairman), Cllr Stubbs, Cllr Delaurentis, Cllr Haydon, Steve Hartland, Parish Clerk, 3 members of the public

1. **Cllr Woods welcomed all and opened the meeting at 7.02 p.m.**
2. **Apologies**
Received from Cllr FitzPatrick
3. **Councillor Co-option**
Steve Hartland and Robert Mallett were nominated by the Chairman as candidates for co-option. Steve Hartland was PROPOSED by Cllr Stubbs and SECONDED by Cllr Delaurentis. Robert Mallett was PROPOSED by Cllr Stubbs and seconded by Cllr Delaurentis. Mr Hartland signed the declaration of office and was witnessed by the Clerk. Register of interest was completed by Mr Hartland and given to Clerk. Due to Mr Malletts absence at this meeting the Declaration of office and register of interest will be duly completed within the legal timeframe required, following this meeting.
4. **Declarations of interest**
Cllr Hartland declared an interest in item 11 - Open Spaces in relation to the grass cutting. Chairman explained Cllr Hartland was the grass cutting contractor during 2018.
5. **Meeting adjourned to hear from Councillors and members of the public**
 - Good feedback was received following The Priory evening, and requests received for another evening in the future– Chairman agreed to organise another presentation once the extra piece of land gets included in the SSSI, which hopefully be in the not too distant future as we are informed that this area is within the top 3 areas being considered by Natural England. We may also ask Mr Champion to extend his presentation to include his other work from surrounding areas i.e. Rybrugh etc.
 - Volunteers are required to continue delivery of our newsletter – Cllr Woods agreed to deliver newsletters to Front Green. Cllr Delaurentis agreed to deliver to Dereham Road. Thanks given.
 - A member of the public requested that the 40mph zone along the A1065 be reduced to 30mph and to include LED flashing signs to help slow traffic down, especially near the Shereford Rd junction off the A1065.

Chairman suggested inviting Steve White from Highways to attend out APM in May to allow local parishioners an opportunity to express their comments and any concerns about the traffic etc.

NCC Cllr Tom Fitzpatrick's Report

Chairman read report – copy will be attached to the minutes. Any questions can go back to Cllr Fitzpatrick.

NNDC Cllr Palmers Report

Not received

Crime Reports– see website www.hemptonpc.info

6. **Minutes of 17th January 2019 were approved and signed by Chairman.**
7. **Matters Arising**
None
8. **Allotments**
Rat poison was purchased as agreed.
Another plot will be taken on at end of March 2019 leaving 2 plots still available. Hempton residents will be given priority to allotment plots, however residents from the surrounding villages would be considered if there are still plots available, rather than have empty ones. Will keep a waiting list if interest increases. Neither Clerk or Solicitor has yet had a response from Mr Gee – another meeting with the solicitor is planned for May.
Cllr Stubbs plans to organise a meeting around April to collect allotment rents.
Chairman thanked Cllr Stubbs for her continued efforts.

9. Memorial Hall Update

- The zip water heater has been dripping as it was scaled up – it was de-scaled and goes into sleep mode so it is permanently on. This enables hot water to come through in 10 minutes and will help reduce the limescale.
- Fire extinguishers have been checked.
- New bookings clerk has been appointed.
- Shrub cutting. The big shrub will be cut down. The Hall Committees gardener will cut it down.
- There is an issue with some regular hall users leaving their items behind, mostly on the stage which shouldn't happen without consent. The bookings clerk will send a letter out saying they should ask permission to leave them there.
- There was no treasurer at the last Hall Committee meeting – but it was estimated that there is approx. £6000 in the current funds. £3600 of which has been banked within the past 6 weeks. An 80% charity reduction form for lower rates has been submitted to NNDC so they will wait to hear. Chairman asked if they can back date it. Cllr Stubbs is unsure.
- There will not be a Hall Committee stall at the next car boot.
- There was reportedly a complaint made about the Memorial Hall due to car parking issues when the new vicar joined the Church.

10. Speed Watch and Highways update

Speed Watch

Still no other members or volunteers. Ideal size of team would be 6 volunteers. We have 2 brand new cameras for 1 year. Clerk to check with insurance to keep it in the shed. The team will attempt to organise a speed watch meeting in May. Clerk suggested contacting Sculthorpe Speed Watch team and sharing members to help with the meetings. SAM machine still not in operation at the moment. It was suggested that we apply to the Parish Partnership scheme to obtain funding for a permanent SAM machine. Clerk to follow up.

Highways

A meeting was organised by the Parish Council which was attended by Cllr Woods, Cllr Stubbs, Robert Mallet, the Clerk, Tom Raynham, Tom FitzPatrick and PC Rich Dawson to discuss the proposed £1.2m roundabout.

It is estimated to be of similar size to the Shell roundabout and will be offset on the Dereham Road crossroads. The planned constructed phase will be during 2020/21.

The PC would like to be included in the design phase as we felt that we were not included in the initial consultation.

It was AGREED that the PC would maintain the upkeep of the roundabout, following a request from Cllr FitzPatrick.

The Parish Council may request that the existing cross roads LED sign may be reprogrammed and moved to other side of village once the roundabout is installed.

Flooding

Clerk reported a flooding issue on Dereham Road to NCC Highways Dpt.

Historically some of the terrace houses have been flooded and it is believed to be an issue with drains in the road and have become worse since the Victory Houses were built.

NCC Highways are investigating. Anglian Water has in the past said it is not their responsibility. Either Highways or Anglian Water must take responsibility for the problem. Clerk to follow up if no response has been received in 3 – 4 weeks.

11. Open Spaces

Property Maintenance and Lawns will unfortunately not be able to fulfil the grass cutting contract for Hempton this year. It was therefore AGREED to award the contract to CGM. Grass cutting will start from 01.04.19.

Steve Hartland recommended that the remaining areas with mole hills are addressed.

11.1 Pond Area

- Funding request will be submitted in very near future. Pond will be dredged in the autumn i.e October/November, assuming we get the funding. Alders will be replaced. Ducks remain an issue. Must make some hard decisions to reduce the number of ducks. Slow down ducks signs were suggested. A wet meadow is planned for the area as it is boggy and wet which must be managed and maintained.
- Clerk reported the eroding bank of the duck pond to NCC Highways. Highways advised that sand bags may be put in following a dry spell and new bollards will be concreted in to replace the missing ones. Chairman is concerned that the road is eroding.
- A parishioner suggested that the width restriction signs are not far enough back on the road to be seen in time. Highways to be consulted.

11.2 Play Area

- The Tesco campaign for a children's climbing net is currently running and will continue until 30th April. The winning project would receive £4000.
- A member of the public raised the point that the play area is difficult to access for pushchairs and wheel chairs. Chairman explained that the PC did have plans to level the ground a few years ago, and although the land owners consented at first, due to the play area being on Common Land you are not allowed to change common land – that is the law. Anything to do with common land can take up to 5 years to get a decision.

The PC would like to hear any suggestions and all will be considered where possible. Following a suggestion to fence the area the Chairman advised that you cannot fence on common land. PC to decide whether to revisit the application to have the play area ground graded.

Clerk will look into the possibility of putting in a trod to enable easier access for wheelchairs/pushchairs etc.

- Few youths seen with metal detectors near the play area – Cllr Stubbs moved them on and advised that they should not be digging / metal detecting on Common land.

Security camera would still be an option if necessary – will be monitored.

PC Dawson advised that police drive bys will be increased following the recent vandalism.

12. **Street Lighting**

Clerk to complete and submit full application to NCF before 28th March 2019.

13. **Planning**

None received

14. **Financial Matters**

14.1 Clerk read out the list of invoices to be paid (see below). Invoices were AGREED.

Invoices to be paid: - Clerk Salary £505.10, Clerk Expenses - £112.10(daffodil tea exp included), Parish Printing £96.32, HPCC £5 (hall hire), NPFA £20 (subscription), NPTS £131.25 (subscription), K&M £426 (lighting), Mem Hall £60 (hire), Steward Safety £95.16 (Sign), Cllr Expenses £20, Cllr expenses £27.50, Jewson £522.07 (shed materials) **Total £2020.50**

Receipts –Bowls club rent £150, Interest £3.37, Vantastic newsletter ad £18, **Total £171.37**

Current bank balance & reconciliation as at 21.03.19

Bank - Community Acc. £7260.53 Play Equip. Acc. £1447.64. Savings Acc. £8090.35

Cashbook - £7260.53, Play Acc £1447.64, Savings £8090.35

Cllr Stubbs will renegotiate the hall hire at half price as previously agreed. Also, regular hall users with youths used to have discounted hall hire – Cllr Stubbs to look into this.

A letter will be circulated from Raynham Estate to the users of the track / car park area outside the Memorial Hall, requesting contributions towards resurfacing the area, approx. £185 per user.

15. Correspondence

Correspondence bundle will be circulated to all Councillors including NARS – Marketing Mail, Clerks & Councils direct – Magazine x 2, Keep Britain tidy – Litter pick email, NNDC – Local plan, NNDC – arts and culture fund, NNDC – big society fund, NNDC – transport fund, Carechoices – email, NPTS – newsletter.

16. Code of Conduct

Chairman proposes adoption of the Code of Conduct. It was AGREED to be ADOPTED. Copy will be published on the PC website. Clerk to diarise for review next March.

17. Events

- Daffodil Tea – Sat 23rd 2-4pm – It was agreed that we would help raise money for Marie Curie. Raffle prizes have been received from Kinnertons, Garden Centre, No6 Beauty, Cllr Delaurentis has donated some teddies and an Easter Egg. And will make an A-board to advertise the posters.

Steve Hartland agreed kindly to provide the music for Saturday, and there are people planned to help out on the day.

- Summer Fete planned for 22nd June – we hope to work in conjunction with FDHA – more details to follow.
- Xmas Cheer – All agreed to set the date for November 30th. Agreed as the date for Xmas Cheer.

18. Items for inclusion

Commons Talk update – Nick Acheson on 24th April 2019

Remembrance Day – Service at 11 am in Memorial Hall – Clerk to check with hall bookings Clerk and to organise a new wreath.

19. Date of next meeting

Thursday 16th May APM (to start at 6.30pm) and APCM (to follow). Clerk to request to hire the Memorial Hall for this meeting and to invite MP Keith Simpson, Tom R, PC Dawson, Steve White

Chairman closed the meeting at 8.55pm.

20. Confidential Item

Following an appraisal with the Chairman it was AGREED to increase the Clerk's spinal column point to SCP17 in line with national pay scale as of 1st April 2019.

Signed by Chairman: Date:

Hempton Parish Council – Thursday 21st

March 2019.

Report by County Cllr Tom FitzPatrick

1. Great Big Read at Norfolk's libraries

Readers across Norfolk are being encouraged to rediscover their love of libraries and reading for the Great Big Read 2019 with the help of the World Book Night book list.

The reading promotion for adults launched on 18 March and will run until World Book Night on 23 April. There are 23 titles which will be available at libraries across the county throughout the month and can be reserved online or at our local library in Fakenham, with some also available as e-books and e-audio.

2. New support service for young carers

Norfolk County Council has commissioned a new information and support service for the county's young carers and their families.

The new £300,000 per year service is being provided from 1st April by Carers Matter Norfolk, led by Voluntary Norfolk, which also delivers a support service for young adult and adult carers.

The new young carers and

families service includes:

- A Freephone seven day a week Advice Line which can be reached by telephone or online through LiveChat, giving access to information and support at the touch of a button
- An eLearning Portal with resources to help all family members care with confidence and look after their own wellbeing
- Activities and events designed to give young carers the chance to take a break and socialise, as well as dedicated sessions to help them develop the skills, confidence and resilience they need to balance the demands of caring
- Ensuring that young carers receive the assessment and whole family support they need, including the needs of the person they are caring for
- Ensuring that schools and colleges are able to give the right support when their students are juggling the demands of education with caring for a loved one.

3. Norfolk-wide drive to avoid mistakes and crack down on Fraud

The Norfolk Counter Fraud Hub is a new initiative delivered by Norfolk County Council in partnership with the districts, city and borough councils that allows local government

agencies and housing associations to share and screen data to detect where fraudulent payments are being made. Partners can then prioritise investigations based on any discrepancies found by the system.

This sophisticated new system will enable, for the first time, partners in Norfolk to work together to stamp out fraud and errors across the county. The County Council expects Fraud Hub to generate £100,000s of increased income and reduced expenditure in the first year alone allowing this money to be spent on people who genuinely need it.

This demonstrates a further way in which we can use technology to become more efficient, effective and ultimately save thousands of pounds that can be reinvested in the people of Norfolk.

The Fraud Hub matches data held nationally and locally such as Electoral Roll, Payroll and Benefit Claims, to check eligibility for payments and concessions. The matches are used to target investigations: one example is to identify anyone who is mistakenly or fraudulently claiming Single Person Discount on their Council Tax bill.

The Norfolk Counter Fraud Hub is now live. It already has all six districts, Norwich City Council and Norfolk County Council signed up and is a good example of collaborative working..

4. New Chief Fire Officer for Norfolk

DRAFT until agreed at next meeting

Norfolk's new Chief Fire Officer is Stuart Ruff, who has been the Deputy Chief Fire Officer since last May. Prior to that, he has decades of experience in the sector, most recently as Assistant Chief Fire Officer in Lincolnshire, before he made the move to Norfolk. CFO Ruff also chairs the multi-agency Norfolk Resilience Forum. Stuart's previous roles have also included being a member of the national Chief Fire & Rescue Advisory Unit in London and working for Hereford and Worcester Fire & Rescue Service.

5. This week (commencing 18th

March) is Arson Awareness Week

Residents in Norfolk are being reminded to stay vigilant to the risk of arson in their communities and report any suspicious activity. Businesses and householders are reminded they can take some practical steps to help reduce the risk of arson to their property. Where firefighters are busy tackling deliberate blazes those resources are unavailable when they may be needed elsewhere to deal with another fire or a road traffic collision. This is potentially putting the lives of others at risk.

Norfolk Fire & Rescue Service runs the Firesetters Education Programme across the county as part of its fire prevention work, which aims to help target children and young people and inform them of the dangers of fire. Firesetter educators work with children and adults who have started fires in a bid to educate them about the risks and consequences and with the aim of preventing repeat behaviour. Children as young as four have taken part in the

programme and there are plans to train more members of staff later this year so that more education work can be carried out as part of the service's fire prevention priority.

The service also works with adults who have been convicted of arson and in places such as prisons and mental health settings to educate of the dangers of starting fires.

6. Fakenham to be the first location for extra care housing

A new 66-unit extra care housing development for older people based in Fakenham has been awarded funding and planning permission. Norfolk County Council's Policy and Resources Committee (which next meets on 25th March) will be asked to formally approve £212,500 of capital contribution funding for the 2.32 acre extra care site in Fakenham which will be located next to the Fakenham Medical Centre.

This investment is match funding in partnership with North Norfolk District Council.

Construction of the Living Well Homes could begin as soon as spring 2019. This is part of the County Council's £29m capital investment scheme to deliver 3,000 extra homes for older people in Norfolk over the next ten years.

Extra care housing (ECH) schemes are made up of flats that are rented or owned by individuals. At present, these homes are available for people over the age of 55 whose current home no longer meets their needs, enabling them to remain independent in their local community. Research has shown that Norfolk requires 2,842 extra care units by 2028.

Registered provider 'Housing' 21 will run and manage the scheme comprising 39 two-bedroom flats and 27 one-bedroom flats. Thirty of these units will be for affordable rent

with Norfolk County Council and North Norfolk District Council sharing the responsibility for nomination rights. Priority for tenancies will be given to residents of the local district.

Despite a challenging financial environment for Adult Social Services, significant savings have already been made through its Promoting Independence strategy.

Cllr Tom FitzPatrick
Fakenham Division