Hempton with Pudding Norton & Testerton Parish Council



Meeting Minutes

Wednesday 27 September 2023, 7pm

Parish Councillors present: Vivien Woods (Chairman), Christine Warne (Vice Chairman), Christine Haydon and Terry Amos. Also in attendance: Jodie Bond (Parish Clerk). There were 5 members of the public present.

**1. Welcome and to receive apologies for absence**

The Chairman opened the meeting and welcomed those present.

Apologies were received from Nigel Housden (District Councillor) and Tom FitzPatrick (County Councillor). Apologies accepted.

**2. To receive declarations of interest in items on the agenda and consider any requests for dispensations**

Cllr Warne declared a pecuniary interest in item 7.1.

It was RESOLVED to grant Cllr Warne a dispensation to participate in the consideration of item 7.1.

**3. To approve the minutes of meeting held on 26 July 2023**

 The minutes were approved without amendment and signed by the Chairman as a correct record.

**4. To report progress on items not on the agenda from the last meeting**

The Clerk has been in further communications regarding the broken streetlight that was incorrectly reported to Amey by a member of the public. Following discussion, it was agreed that the Clerk will obtain a replacement quote from our streetlight contractor to compare to Ameys call out fee that has been imparted on us.

**5. To receive reports from County and District Councillors, if attending**

 Not present.

**6. Open forum for public participation: An opportunity to hear from members of the public**

 A member of the public present wished to know whether the Council has applied for planning permission for the proposed barrier at the allotment site which was agreed by the Parish Council following warnings about unauthorised encampment in the area. The Chairman explained that matters are in hand and a separate meeting may be arranged to discuss this separately, as previously conveyed to them prior to this meeting.

 Another member of the public asked whether anything is planned for the empty flats in Green Lane Estate Pudding Norton. The Chairman explained that we are not aware of the plans, but we would be happy to engage with our Distrist and County Councillor and ask them to take this to Flagship on his behalf.

**7. To receive updates from Council Members**

7.1 Allotment report

Cllr Warne reported the grass has been cut all round the paths and the car park has been cut. Some rents and leases are still outstanding. One allotmenteer in attendance at the beginning of tonight’s meeting made payment for rent, however as there is no signed lease on record the Council agreed that the payment will be returned with a letter explaining that the signed lease must accompany the rent, or the allotment rental will be terminated.

The barrier has been constructed and is ready for installation once a date has been confirmed.

7.2 Memorial Hall Committee report

 There is no report.

 7.2.1 To receive update on the lease document with the hall and bowls club

Cllr Woods reported that she met with representatives from the Memorial Hall and Bowls Club Committee and informed them that the PC will be handing the lease back to the Raynham Estate. We are waiting on a final date from Tom Raynham for the completion.

7.3 Community Events

Cllr Haydon reported that there are no events planned.

**8. Open spaces**

8.1 Receive update on Pond Area

The contractor has been to site this past week and cut the grass. Clerk to follow up with them to establish when the pond reeds will be thinned out.

8.2 Receive update on flashing speed sign for A1065

Following discussion the Council RESOLVED to purchase a flashing speed sign from Westcotec for the value of £ £4,626.00 using existing reserves, which will be installed on the A1065. Clerk to submit a street furniture licence to NCC Highways and once consent has been received will process the installation.

8.3 Receive update on the installation of the village gateways on B1146

 No further update received.

8.4 Receive update on defibrillator for Green Lane Estate

The defibrillator has been ordered from CHT and will be delivered in due course, once delivered Clerk will liaise with K&M Lighting to arrange for it to be installed on the street light column in Green Lane, Pudding Norton.

**9. Planning matters**

9.1 To receive results of applications

PF/21/3314 | Hempton - Land Between 13 & 19, Shereford Road

 Demolition of existing building and erection of terrace of 3 no. two-bed dwelling houses

 NNDC decision - PENDING

 PO/22/1188 - Hempton - Land East Of The Grove, Back Street, Hempton

The conversion of an existing mill building into 3 no. residential dwellings together with demolition of ancillary extensions & construction of up to 11 no. residential dwellings [total additional dwellings 14 ]

NNDC decision - PENDING

PO/22/2984 | 9 East View, Raynham Road, Hempton, Fakenham, Norfolk, NR21 7LW

Erection of three bedroom detached dwelling - outline application with all matters reserved

NNDC decision – PENDING | DC

PF/23/0875 | Trevanne, 25 Shereford Road, Hempton, NR21 7LJ

Demolition of existing garage; Erection of single-storey rear extensions and double garage

 PC comment – NEUTRAL – DC decision – PENDING

PA/23/1279 | A D Plant At, Hempton Poultry Farm, Helhoughton Road, Hempton

Installation of an 880kWp AC roof-mounted solar PV array on the Hempton Poultry sheds, to generate electricity for consumption at the AD plant.

PC comment - SUPPORT

PA/23/1633 | Hempton Poultry Farm, Helhoughton Road, Hempton, Norfolk,

Installation of 500kWp solar PV array on roof of poultry shed

PC comment – SUPPORT | DC decision - WITHDRAWN

 9.1.1 To receive update on Goggs Mill caravan and container

The container has been removed from site. The mobile home will continue to be monitored by the enforcement officer at NNDC.

9.2 To receive applications for consideration

PF/23/1997 | Fakenham Agri Park, Helhoughton Road

Erection of two warehouses (Class B8) and associated works, including the construction of an internal access road and parking and servicing areas

PC comment – NEUTRAL

**10. Financial Matters**

10.1 To approve the bank reconciliation and payment of accounts list

The Council RESOLVED to approve the bank reconciliation and payments list below.

Payments

P AInger Thank you £50.00

C Warne Research £100.00

Clerk Salary (Aug-Sep) £808.50

Clerk Exps Stationery £22.81

Jewson Materials £21.44

PKF Littlejohn External Audit £252.00

Hempton Hall Hire Fees £20.00

Roy Swain Play Area Maintenance £187.50

NNDC Bin Emptying £2,281.50

BHIB Ltd Insurance £884.98

K&M Lighting Street Light Maintenance £27.52

EG Groundscare Grass Cutting £768.00

RBS Engineering Barrier £1,200.00

Receipts

 Barclays Interest on reserves £23.81

 Various Parish Council contributions £35.14

**11. To consider and discuss correspondence received**

 Barclays Letter – Councillors to complete their details and return.

**12. To review and approve the Health & Safety Policy**

 Following review, the Council RESOLVED to approve the Health & Safety policy presented by the Clerk.

**13. To acknowledge and accept Clerk’s resignation**

Due to other commitments the Clerk has handed in her resignation and will be leaving at the end of November. The Chairman thanked the Clerk for her help during her time with the Parish Council.

**14. Receive items for next agenda and note the date of the next meeting**

The next meeting will be held on 22 November at 7pm in the Memorial Hall.

The Chairman thanked everyone for attending and closed the meeting at 8.34pm.

 Signed by Chairman: ........................................................................................ Date: .......................................