



# Hempton Parish Council

## Meeting Minutes

**Date:** Thursday 21<sup>st</sup> November 2019

**Time:** 7pm – 9pm

**Place:** Hempton Church Rooms

---

Parish Councillors present: Vivien Woods (Chairman), Carol Stubbs, Christine Haydon, Robert Mallett.  
Also in attendance: Jodie Bond (Parish Clerk), Tom FitzPatrick (County Councillor), there were 7 members of the public.

**1. Welcome by the Chairman**

Chairman opened the meeting at 7pm and welcomed those present.

**2. Apologies for absence**

Cllr Housden gave his apologies. Apologies accepted.  
Chairman advised that there were 3 parish councillor vacancies due to Cllr Delaurentis resignation.

**3. Members' declarations of interest in items on the agenda**

There were none.

**4. Open forum for Public Participation: an opportunity to hear from the public**

- o There was some discussion concerning the Bullock Hills.
- o There was discussion regarding the area behind River Court and the request for a s106 (Clerk to follow up). Also, the concerns regarding parking at the Garden Centre.
- o The Remembrance Day service seemed to work well and it was reportedly a nice service.

**NCC Cllr Tom Fitzpatrick's**  
Report (See appendix 1)

**NNDC Cllr Housden's**  
Not present

**5. Approval of the minutes of the meeting held on 12<sup>th</sup> September 2019**

The minutes of the meeting were approved and were signed by the Chairman as a correct record

**6. To note any matters arising from the minutes of last meeting for information only**

There were none.

**7. Allotment Report**

All allotment rent is paid for 2019.  
It was agreed that CGM would be given the go ahead to cut back the overgrown hedge along the allotment track.

It was also AGREED that more rat poison may be ordered for approx. £55 to help manage the problem.

## **8. Memorial Hall Committee Report**

### 8.1

- o A new cigarette box has been ordered and will be put up soon.
- o A new heater has been fitted in the loft, which provides hot water to the taps on a separate feed to the existing heating. The cost of this was £788.
- o The electrical wiring has been rectified and LED lights have been installed for a cost of £1600. New LED tubes were required because the old bulbs can no longer be sourced.
- o A list of recommended work was provided by the contractor. Items will be prioritised.
- o The fire doors were raised (see item8.3)
- o There is approximately £7250 in the bank.
- o The Christmas decorations will be put up on 2<sup>nd</sup> December. The committee will ask the Garden Centre for a tree as always.

### 8.2

#### Hall Fascia's

Clerk circulated the quotations. It was agreed that the soffits may not be required. PC to choose best quotation which is for value for money and make a decision at the next meeting.

### 8.3

#### Fire Doors

A quote has been received for £930 inc. VAT from Colin Marshall. The doors to the green will be decommissioned as fire doors and alterations, including insulation, will be made to these and to the doors (which will remain as fire doors) to the bowling green side

Clerk to follow up on the request for a schematic plan of the hall and copy of a risk assessment.

Chairman highlighted again that users of the hall accessing the green must notify the Estate in advance.

## **9. Highways update**

### 9.1

#### Goggs Mill Speeding

The Chairman attended a meeting at Fakenham Town Council regarding the speeding at Goggs Mill.

A letter was drafted between Hempton Clerk & Fakenham Clerk and sent to NCC Highways requesting more signage and for a speed reduction. It is thought that Highways are unlikely to change the speed limit, and Cllr Woods explained that this is a legislation change, not down to Highways. This would need to be presented to Government.

In the interim an option to build a trod may benefit the area. 50% of the estimated £20,000 funding could be sourced via the NCC Parish Partnership Scheme. This project needs much consideration before committing to this idea, and a further meeting with Fakenham TC is planned.

Following the discussions, at this stage it was felt that more selective signage is required, as there is currently only a bicycle sign on the bridge and to request that signs or roundels are painted on the road, such as 'Slow' for example. We will work cooperatively with the local Police, Highways and Fakenham TC.

## **10. Open Spaces**

### 10.1

#### Grass cutting

It was discussed and agreed that the contract would be awarded to CGM if they are able to match the quote received from Norse.

### 10.2

#### Play Area Climbing Net

We were awarded £1000 from Tesco. An additional £3000 is required to obtain the funding for the pyramid net from NGF Play. However, an alternative option would be to have a bespoke all metal climbing frame made by AOT Engineering. This would be a more cost-effective option and it would match the existing play equipment. Clerk to confirm the British Standard requirements and source a quotation from AOT for the next meeting, so that a final decision can be made.

### 10.3

#### Pond Area – update, funding & surveys

Surveys will be received from NWT by the end of the year. Nick Acheson has provided all of his consultancy services to date, for free, many thanks are given for his help and input.

The Big Society Fund application for the duck pond area is currently with NNDC for consideration – a decision is expected by early December. NNDC have requested a contribution towards the application. It was discussed and AGREED that a maximum of £2500 would be contributed towards this application.

**11. Street Lighting update**

The funding agreement report must be completed and returned to NCF. Clerk to action. Clerk circulated copies of the energy suppliers bills to show the reduction in the electricity costs since the LED lights have been installed. They show a saving of approximately two thirds per month in the electricity and the maintenance costs.

**12. Planning Matters**

There were none

**13. Financial Matters**

13.1 Clerk advised the Financial Statement for the period Oct 2019 to Nov 2019 which was AGREED.

13.2 The Council RESOLVED to approve the payments list (below)

Payment to	Description	Amount
J Bond	Salary	£527.92
PaperKlip	Clerk stationery	£81.89
HC Solutions	Solicitor Letter	£90
J Bond	Expenses	£186.71
J Bond	Expenses	£13.74
CGM	Grass Cutting	£554.40
Parish Printing	Newsletters	£96.32
NNDC	Uncontested election	£126.14
R Mallett	Expenses	£32.40
	<b>Total</b>	<b>£1709.52</b>
Receipts from	Description	Amount
Harris	Allotments	£60
SPC, RPC, BPC,PNPC	Clerk mobile and stationery	£123.01
various	Stall pitches	£30
	<b>Total</b>	<b>£213.01</b>

13.3 Agree the budget and set the precept for 2020/21  
 The budget had been circulated to Councillors. It was discussed and agreed that the Precept for 2020/21 will remain the same as last year's precept figure.  
 The precept form was duly signed by the Clerk and the Chairman.

**14. To receive correspondence**

The correspondence was available for councillors to read.

**15. To consider and adopt the General Power of Competence**

The Clerk has now successfully passed the CiLCA qualification. The Council therefore discussed the benefits and AGREED to adopt the General Power of Competence, proposed by Cllr Stubbs, seconded by Cllr Haydon.

Cllr Woods explained a little about the GPC and congratulated the clerk for passing the qualification.

An information document is available to be emailed or be downloaded from the PC website.

**16. Group Councillor Training**

Chairman stressed the importance for regular training.  
 It was agreed to postpone the group training until the New Year due to unavailability of the majority of Councillors this side of Christmas.

**17. Village Events**

17.1 Christmas Cheer  
Banners have been put up, raffle prizes have been sourced, decorations will be put up Friday 29<sup>th</sup> November. Clerk has been advertising on Facebook. Stalls are confirmed. Extra meetings have been held to discuss and plan the event.

**18. To receive any items for inclusion on the next agenda**

Parking issues at the garden centre.  
New sign on the back of the Memorial Hall.

**19. To note the date of the parish council meetings for 2020**

Date for the next meeting is to be confirmed, it will either be 16<sup>th</sup> or 23<sup>rd</sup> Jan 2020.

Meeting closed at 8.25pm

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