



Hempton Parish Council

Meeting Minutes

Wednesday 30 November 2022, 7pm

Parish Councillors present: Vivien Woods (Chairman), Christine Haydon, Christine Warne and Tom FitzPatrick (County Councillor). Also in attendance: Jodie Bond (Parish Clerk). There was 1 member of the public present.

1. Welcome and to receive apologies for absence

The Chairman opened the meeting and welcomed those present. The Chairman gave apologies for the change of venue at short notice, with tonight's meeting being held in the Church.

Apologies were received from Patricia Ainger and Nigel Housden (District Councillor). Apologies accepted.

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

Cllr Woods declared a pecuniary interest in item 8.

Cllr Warne declared a pecuniary interest in item 7.1.

It was RESOLVED to grant Cllr Woods a dispensation to participate in the consideration of item 8 and to grant Cllr Warne a dispensation to participate in the consideration of item 7.1.

3. To approve the minutes of meeting held on 12 October 2022

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

There were none.

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

Tom FitzPatrick (County Councillor)

The County Council report included an update on the new leader of the Council, who will be elected by the people of Norfolk, council tax, avian flu, help for households, funding for faster broadband and the Flourish campaign. A full report is available to view via www.hemptonpc.info or full details can be found via www.norfolk.gov.uk

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

The member of the public present wished to comment that the work on the duck pond is a big improvement, certainly compared to what it was like a few decades ago, and they look forward to seeing the wet meadow.

7. To receive updates from Council Members

7.1 Allotment report

Cllr Warne reported that during a visual check of the area the grass has been cut around the paths and fowl appear to be contained as required due to the avian flu outbreak.

The majority of the rent has been received. Cllr Warne enquired about the pest control and whether the members that received training are still continuing to do it.

Cllr Warne would be happy to complete an online course to carry out our own spraying of vacant plots, to keep on top of the growth while not in use, failing this, it was agreed to obtain the cost of the grass contractor to do this.

7.2 Memorial Hall Committee report

Cllr Woods reported that new members have been recruited into new roles and things seem to be working more professionally than it did. Cllr Woods was unable to attend the last meeting.

Cllr Warne carried out a damp metre reading as highlighted by the Committee, however the readings came back clear, with no signs of damp. It is thought that the damp feeling could be due to a lack of ventilation inside.

Cllr Haydon has noticed that the hall appears to have been deep cleaned.

The toilets are being considered for an upgrade and the proposal is to swap the ladies and gents toilet around.

7.3 Events report

Cllr Haydon reported that unfortunately nothing is planned for this Christmas. It was hoped that there could have been carol singing and beacon lighting, however due to time constraints and a lack of volunteers this has not been possible. It was agreed that a daffodil tea and the Kings Coronation are events that will be considered for next year.

8. Discuss progress with the proposed roundabout

Cllr Woods reported that the last communication received from NCC, advised that a planning meeting is expected to take place on 27th January 2023. Cllr FitzPatrick advised that the case officer should be notifying him and the Parish Council in advance. Cllr Woods is aware of members of the public that would like to attend.

9. Open spaces

9.1 Receive update on Pond Area

A schedule of works has been received with the estimated fees for next year. The wet meadow seed will be sown within the next few weeks.

Cllr Woods proposed that cut logs could be used to make an informal border, as suggested by the contractor. Cost to be confirmed. Formal wooded posts will be installed at the Garden Centre end of the pond area.

Following further discussion the Council agreed to accept the works schedule and quote provided by John Service for 2023. Clerk to action.

9.2 Receive update on the caravan and container at Goggs Mill

Clerk received some emails from NNDC advising that the Planning Enforcement Dpt had requested that the container and caravan were removed from the site by the end of October. A temporary permission has since been submitted by the owner, so there will be no further progress until a decision is made on this, by the authority.

9.3 Consider grass cutting and pest control quotations

Chairman agreed to postpone this item until the next meeting.

10. Planning matters

10.1 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

PC comment – NEUTRAL | NNDC decision - PENDING

PF/21/3020 | Payne Brothers East Anglia Ltd, Fakenham Agri Park, Helhoughton Road

Erection of building to be used as storage for bagged agricultural fertiliser

PC comment – NEUTRAL with comments | 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 and the construction of up to 11 no. residential dwellings [total additional dwellings 14 no.]

PC comment – SUPPORT | BC decision - PENDING

10.2 To receive applications for consideration

PF/22/2603 | 4 Horns Row, Hempton, NR21 7JZ

Single storey rear extension and porch to front of dwelling

PC comment – None.

PF/22/2362 | Brixlea, 29 Shereford Road, Hempton

Extension and external alterations to detached workshop/garage to form annexe accommodation

PC comment – None | DC decision - APPROVED

11. Financial matters

11.1 To approve the bank reconciliation and payment of accounts list

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

Clerk	Salary (Oct-Nov)	£748.50
Clerk	Postage - allotments	£1.45
Sculthorpe Village Hall	Hall Hire	£48.00
Fakenham Prepress	Newsletter Printing	£129.60
CGM Ltd	Grass Cutting	£197.56
CGM Ltd	Grass Cutting - allotments	£108.00
Roy Swain	Bus Shelter Bench	£75.00
Office 365	Annual Renewal	£79.99
Raynham Farm	Allotment Rent	£46.00
Butcher Andrews	Solicitors Fees - Allotments	£1,317.60
Viking Direct	Stationery	£138.10
Jewson	Bus Shelter Bench	£19.20
CAN	Annual Membership	£50.00

12. To consider and discuss correspondence received

Clerks & Councils Direct Magazine – Made available.

Email requesting a grit bin – Council discussed this. There is a grit bin outside the Memorial Hall. Clerk to establish where they suggest a new bin would be located.

13. Receive update on the proposed merger with Pudding Norton Parish Council

Cllr Woods advised this matter has been ongoing for a number of years but should now complete in April 2023. Clerk reported that Nigel is working with NNDC officers and the Pudding Norton Parklands Residents Association, to agree a satisfactory operating licence. Cllr Warne expressed concern with the amount of work that would be created with the merger in this respect, Cllr Haydon agreed. Cllr Woods explained that the Parklands sale is now between the residents, the new owners and NNDC. It was agreed to discuss this further outside of the meeting and look to set up a separate meeting with members of both Parish Councils.

13.1 Consider setting up new gov.uk email address for clerk and councillors

Following discussion, the Council RESOLVED to register an interest in the pilot scheme to receive free gov.uk email addresses. Clerk to action.

14. Consider email regarding membership for legal support from NP Law

Following discussion, the Council RESOLVED to undertake the annual subscription commencing from 1st April 2023.
Clerk to action.

15. To review and approve the Privacy Notice, Risk Management Policy, Equality Policy & Training Policy

Following review, the Council RESOLVED to APPROVE the policies presented by the Clerk.

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

The next meeting will be held on Wednesday 18 January at 7pm in the Memorial Hall.
The Chairman thanked everyone for attending and closed the meeting at 8.30pm.

Signed by Chairman: Date: