

HONINGHAM PARISH COUNCIL

www.honinghampc.info

Minutes of the Parish Council meeting on Wednesday 11th January 2023,
7:00pm at Honingham Village Hall

Present:

Tony Roberts (Chair)	TR	Ryan Harvey (Vice-Chair)	RH	Graham Cullender	GC
Sam Steggles	SS	Stacey Bertram	SB		

In Attendance:

Fiona Johnston – Clerk	FJ	Cllr Peter Bulman	PB	David Allfrey, NCC	DA
Members of the public	2				

Apologies:

Michael Eales	ME	Richard Kirkham	RK		

No.	Detail	Action
1.	To receive apologies for absence	
1.1	Apologies were received from Sam Steggles, Richard Kirkham, Cllr Greg Peck and Cllr Peter Bulman.	
2.	To receive declarations of interest in items on the agenda and requests for dispensation	
2.1	None recorded	
3.	To co-opt to the casual vacancy for Councillor	
3.1	Following the application of a parishioner to become a Councillor, it had been expected they could have been co-opted this evening. Unfortunately, due to personal circumstances this agenda item has had to be deferred.	
4.	To approve the minutes of the Parish Council meeting on 12th October 2022	
4.1	The minutes of the meeting on 12 th October 2022 were unanimously approved and signed by the Chair. Proposed RH, seconded GC.	
5.	To report on the progress of matters arising from previous meetings – information only	
5.1	The Clerk reported enquiries had been made with reference to servicing charges for the defibrillator. It was noted charges would be in the region of £170 +vat. It was agreed to defer making a final decision pending presentation of the budget in December given the defibrillator is in working order. Action	Clerk
5.2	Addition of names to Ailwyn Cup Board - Ongoing	
5.3	To agree a change of signatories - Ongoing	
5.4	Clerk's Training – The clerk had attended Induction (x3) and Budget Setting training this month.	
5.5	Speed Camera – The clerk advised numerous attempts had been made to pass the speed camera equipment on to the next council on the rota, but without success. A decision was taken to bypass that particular council and deliver the	

Draft Minutes until approved at the Parish Council meeting on Wednesday 8th February 2023

Chairman Signature..... Date.....

	equipment to the next Council on the rota – Weston Longville. This has subsequently been agreed and executed.	
5.6	<p>Parking outside of the Honingham Buck – The clerk reported Cllr Peck had been in contact with Highways to request an H bar on the bend outside of the Honingham Buck. He has promised to report back with the outcome of his request. In addition, he signposted the council to the Road Safety Community Fund and eligible safety measures, all of which would come at a cost to the council.</p> <p>It was agreed to defer discussion of the safety measures pending the outcome of Cllr Peck’s intervention and presentation of the budget 2023-24.</p>	Clerk
5.7	<p>Closure of Berry’s Lane – Cllr Peck has spoken to David Allfrey, head of the Weston Link Project, on behalf of the Council. Mr. Allfrey has suggested he would be happy to attend a future meeting of Honingham Parish Council to receive and address any concerns the council may have.</p> <p>Action – To contact Mr. Allfrey</p>	Clerk
5.8	The clerk reported an overpayment of salary to the previous clerk, made in error, had been repaid and would show in the November statement.	
6.	To review the bank reconciliation for the period ending 31 October 2022 and approve payments	
6.1	<p>The council considered the bank reconciliation and resolved to approve the following payments.</p> <p>Fiona Johnston – Salary & Expenses October 2022 - £445.96</p> <p>Tony Roberts – Expenses - £6.98</p>	
7.	To review the mid-year budget comparison	
7.1	<p>The clerk advised she had been unable to complete a mid-year comparison as training had not been received at this point. Since receiving training, the clerk has been advised a mid-year budget comparison is not a legal requirement – the council noted this.</p> <p>It was noted the clerk has begun budget planning preparation for 2023-24.</p>	
8.	To receive an update re progress of the development of the Bowling Green / Play Area and agree any actions required	
8.1	The Chair reported he had met with 2 contractors and was waiting to hear from a third in relation to obtaining quotes to install fencing around the old bowling green area. The Chair is hoping these can then be presented to the council at the December meeting.	
9.	To consider a response to the following planning application	
9.1	Application for premises licence at JEB Spirits, V Depot, Honingham. No objections were received.	
10.	Opportunity for Public Participation	
10.1	There was continued discussions regarding the proposed uses of the bowling green area / play areas.	
10.2	It was reported water was collecting and accumulating on the corner of Berry’s Lane and Norwich Road. Action – To report.	Clerk
10.3	There were concerns the Highway Rangers had not addressed the outstanding works which had been reported to them when they were in the village last month. Action – To report	Clerk
11.	Correspondence	
11.1	Town & Parish Council Forum on 21.10.22 – GC advised he had been unable to attend.	

Draft Minutes until approved at the Parish Council meeting on Wednesday 8th February 2023

Chairman Signature..... Date.....

11.2	Road Safety Schemes – The correspondence was considered, and it was agreed to defer any decisions pending sight of the budget 2023-24	
11.3	South Norfolk Council – Rough Sleeper estimate. The clerk was advised to submit a nil return. Action.	Clerk
11.4	Temporary closure of C167 Honingham Road in Barnham Broom – it was noted these works were underway.	
11.5	Local Government Pay Scales Agreed – The clerk advised notification had been received advising that hourly rates for council employees had increased by approximately £1 per hour, to be backdated to April 2022. The clerk advised the cost to the council would amount to approximately £220.	
12.	To confirm details of the next meeting	
12.1	Wednesday 14 th December 2022 at 19:00pm	
13.	To approve proposals for meeting dates in 2023-24	
13.1	The clerk presented proposals for meeting dates in 2023-24. Councillors discussed the merits of having an additional meeting in January to enable tweaking of the proposed budget should adjustments be proposed at the December meeting. It was agreed to hold a meeting on Wednesday 11 th January 2023.	
13.2	The meeting dates as agreed for 2023 are: 11th JANUARY 2023 8th FEBRUARY 2023 8th MARCH 2023 12th APRIL 2023 10th MAY 2023 14th JUNE 2023 12th JULY 2023 AUGUST 2023 – NO MEETING 13th SEPTEMBER 2023 11th OCTOBER 2023 8th NOVEMBER 2023 13th DECEMBER 2023 10th JANUARY 2024 14th FEBRUARY 2024 13th MARCH 2024	

The meeting was closed at 19:45

Draft Minutes until approved at the Parish Council meeting on Wednesday 8th February 2023

Chairman Signature..... Date.....