

HONINGHAM PARISH COUNCIL

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Minutes of the Annual Parish Council meeting on
Wednesday 13th December 2023,
7:00pm at Honingham Village Hall

Present:

Ryan Harvey (Chair)	RHa	June Carter	JC	Rebecca Holden	RHo
Cllr Peter Bulman	PB				

In Attendance:

Fiona Johnston – Clerk	FJ		Members of the public	20
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Apologies:

Stacey Bertram (Vice-Chair)	SB	Cllr Greg Peck	GP	PC Brett Peyton
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No.	Detail	Action
1.	To receive apologies for absence	
1.1	Apologies were received from Stacey Bertram, Cllr Peck and PC Peyton	
2.	To receive declarations of interest in items on the agenda and requests for dispensation	
2.1	There were no declarations of interest.	
3.	To approve the minutes of the Parish Council meeting dated 8th November 2023	
3.1	The minutes of the meeting held on 8 th November 2023 were considered and approved. The minutes were signed by the Chair.	
4.	To report on matters arising – information only	
4.1	The clerk attended a Clerk’s networking meeting on 15 th November and was able to take away valuable information and advice.	
4.2	The Council continues to take advice relating to an invoice received which was significantly adrift of the original quotation.	
4.3	The clerk noted the requirements from Cllr Bulman for an application for funding from a Member’s Grant to be considered. Action for the clerk to adhere to deadlines. Councillors <u>resolved</u> the funding can be used to subsidise the costs of installation of a Mini Gym package.	
4.4	The clerk advised Cllr Peck of all outstanding Highways issues in the parish. These were passed on and the clerk received correspondence from Richard Pearson, Highways who explained works would be programmed although no dates had been finalised.	
4.5	The clerk has been working to establish the steps required to be able to present the Council with the feasibility of a bus stop shelter at the junction of Mattishall Road / Colton Road. Action to carry forward.	FJ
4.6	The clerk has established several funding streams available which would help to subsidise the final costs of the Bowling Green / Play area redevelopment. These include: Broadland Clean Up & Bloom, National Lottery Awards for All, Orsted Community Benefit Funds, Galliford Try (Highways) as well as members grants from	FJ

Draft Minutes until approved at the Parish Council meeting on Wednesday 10th January 2024

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

	Cllrs Peck and Bulman. The closing date for applications for most is 31 st January 2024. Action	
4.7	The clerk has completed a re-enrolment and re-declaration for The Pensions Regulator.	
5.	To welcome PC Brett Peyton	
5.1	PC Peyton was absent from the meeting.	
6.	To receive reports from District and County Councillors (where applicable)	
6.1	Cllr Bulman confirmed the details required from the clerk for the allocation of his Members' grant. The clerk advised this was in hand. Action	FJ
6.2	Cllr Bulman asked to be kept informed of Highways issues within the Parish. Action	FJ
7.	Finance - To review the bank reconciliation for 29th November 2023 and approve payments for the following:	
7.1	Cllrs reviewed and approved unanimously the bank reconciliation for the period ending 29 th November 2023.	
7.1.1	Fiona Johnston, Salary & Expenses November, £483.39. Approved unanimously.	
7.1.2	Vortex Grounds Maintenance, 2023, £936.00. Approved unanimously.	
8.	To receive an update re progress of the development of the Bowling Green / Play Area.	
8.1	The clerk shared an application to the Pride in Place Community Grant scheme for £300 (match funded) to provide plants/trees to enhance the redevelopment of the Community Area. Assistance from Councillors was requested to improve the bid before submission by January 31 st , 2024. Actions agreed: 1. Cllrs to agree a date to meet to determine a plan of the area. 2. Mark out the area of the wildflower area 3. To determine a 'shopping list' for the expenditure of resources required.	All
8.2	The Chair advised the date previously set in November for a community working party to address village maintenance issues had been postponed until Saturday March 16 th due to severe weather issues. The Chair did confirm the wall dividing the Bowling Green / Community space had been removed. The Council would like to record their vote of thanks to Mr Thomas who dedicated his time and resources to achieve this.	
8.3	Please refer to agenda item 4.6	
8.4	The clerk confirmed site surveys had been arranged with Outdoor Gym / Play Equipment providers on 3 rd January 2024.	
9.	To receive and discuss items from Parish Councillors	
9.1	N/A	
10.	To consider the Biodiversity Duty / Action Plan for Honingham Parish Council	
10.1	Councillors <u>resolved</u> to agree a Biodiversity Duty /Action plan for Honingham Parish Council. Action to confirm agreed actions and forward to the Clerk.	Chair
11.	Policy Review	
11.1	Councillors <u>resolved</u> to adopt the Biodiversity Policy presented by the clerk. Councillors were advised this was a model policy recommended by Norfolk Parish Training & Support. Action. To add to the PC website.	FJ

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12.	Opportunity for Public participation	
12.1	<p>A parishioner challenged why the Council had failed to represent the village at meetings of the A47/NWL Local Liaison Group.</p> <p>*The clerk was able to clarify that since elections in May, Council membership was perilously low, and any absence meant the possibility of no quorum. The meetings clash with those of HPC, and the clerk had requested the possibility of hybrid meetings to enable councillors to attend in part.</p> <p>The clerk also sought advice as to the possibility of parishioners representing the council at the meeting and was advised this was acceptable.</p> <p>Consequently, Mr Kenney and Mr S Harvey agreed to represent the Council at future meetings. Action – Clerk to advise organiser of the meetings.</p>	FJ
12.2	<p>On behalf of residents in Taverham Road, councillors were told of ongoing safety issues and were urged to approach Norfolk County Council regarding:</p> <ol style="list-style-type: none"> 1. The imposition of a speed limit on Taverham Road 2. To ban HGVs from access to Taverham Road 3. To consider making Taverham Road one way – South. <p>In addition, councillors were advised of the immediate threat of flooding on the A47 and the lack of communication between the Environment Agency and Highways. Honingham PC was asked for help in addressing this.</p> <p>Such was the disquiet, it was agreed to contact Cllr Graham Plant, Norfolk County Council, David Allfrey, Interim Director Highways, Transport & Waste, Jerome Mayhew MP, and PC Brett Peyton to invite them to attend a meeting in January or February to address the concerns of residents. Action</p> <p>Councillor Bulman offered his assistance in this matter.</p>	FJ
12.3	Councillors were asked to address the damaged brick post at the entrance to the Village Hall drive as a matter of urgency. Councillors believed this was a matter for the Village Hall management Committee, however, agreed to help investigate ownership.	
13.	To receive an update on correspondence received and to discuss / agree any required responses	
13.1	Correspondence from residents on Taverham Road – see above.	
13.2	A reminder the Council resolved to plant a tree to commemorate the late Queen's Platinum Jubilee.	
13.3	NWL Project Update	
13.4	'Nationally Significant Infrastructure Projects (NSIP) Update.	
14.	To confirm details of the next meeting.	
14.1	Wednesday 10 th January 2024 at 7:00pm at The Village Hall	

The meeting closed at 20:00

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