

HONINGHAM PARISH COUNCIL

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Minutes of the Annual Parish Council meeting on  
Wednesday 11<sup>th</sup> October 2023,  
7:00pm at Honingham Village Hall

**Present:**

Ryan Harvey (Chair)	RHa	Stacey Bertram (Vice-Chair)	SB	June Carter	JC
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Cllr Peter Bulman	PB				
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**In Attendance:**

Fiona Johnston – Clerk	FJ		Members of the public	19
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**Apologies:**

Rebecca Holden	RHo	Cllr Greg Peck	GP	
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No.	Detail	Action
1.	<b>To receive apologies for absence</b>	
1.1	Apologies were received from Rebecca Holden (attending councillor induction course) and Cllr Peck.	
2.	<b>To receive declarations of interest in items on the agenda and requests for dispensation</b>	
2.1	There were no declarations of interest.	
3.	<b>To approve the minutes of the Parish Council meeting dated 11<sup>th</sup> October 2023</b>	
3.1	The minutes of the meeting held on 11 <sup>th</sup> October 2023 were considered and approved. The minutes were signed by the Chair.	
4.	<b>To report on matters arising – information only</b>	
4.1	The clerk has secured a contact with reference to the addition of a further location for the Sam2speed camera. <b>Action – To determine the exact location using What Three Words</b>	FJ
4.2	In response to parishioners' concerns raised with Mr Jim Freeman, Galliford Try, at the September meeting, the clerk has received a response explaining the concerns had been passed to David Allfrey, Assistant Director Infrastructure Delivery, Community & Environmental Services – Highways. Mr Freeman also reiterated proposed traffic calming measures and the closure of Berry's Lane should make the route through the village more undesirable.	
4.3	Cllr Peck spoke to Highways on behalf of the council regarding the recurrent complaints of inconsiderate parking in the village. In correspondence received by the clerk, it is suggested residents report incidents to the police directly and the clerk contacts the local Beat Police Constable to make him aware of the situation.	FJ
5.	<b>To receive reports from District and County Councillors (where applicable)</b>	
5.1	Cllr Bulman explained there were no particular updates relating to the district; he suggested because of recent government announcements there would be more funding available locally which would help with the Norwich Western Link (NWL) development.	

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	Cllr Bulman opened the floor for questions – there were none.	
6.	<b>Finance - To review the bank reconciliation for 29 September 2023 and approve payments for the following:</b>	
6.1	Cllrs reviewed and approved unanimously the bank reconciliations for the period ending 29 September 2023.	
7.1.1	Fiona Johnston, Salary & Expenses August, £382.42. Approved unanimously.	
7.1.2	NPTS, Chair's training, £44.00. Approved unanimously.	
7.1.3	HMRC, £209.80. Approved unanimously. The clerk suggested a direct debit be set up with HMRC for ease of payment. Councillors agreed unanimously and the clerk and the Chair completed a bank mandate.	
7.2	Review of Budget v Actual. The clerk explained the end of September marked the half yearly point for finances. Upon review of the budget v actual councillors agreed there were no concerns and the budget was healthy.	
8.	<b>To receive an update re progress of the development of the Bowling Green / Play Area and to consider the results of the Parish survey.</b>	
8.1	The clerk explained she was in the process of gathering quotes for the various suggestions of outdoor gym and play equipment. Once these have been received site visits will be arranged .	
8.2	The Chair confirmed the offer of a 'digger' and the removal of rubble to dismantle the wall between the old bowls green and play area.	
8.3	The Chair proposed to lead a working party of parishioners on Saturday 18 <sup>th</sup> November to address maintenance issues around the village. Parishioners were urged to raise any works needed with the clerk before the next meeting. <b>Action</b>	FJ
9.	<b>To receive an update from the latest Town &amp; Parish Forum</b>	
9.1	Stacey Bertram was unable to attend the Forum on 09.10.23, however, updated the council through post meeting minutes. Mrs Bertram hopes to attend the proposed summit on 9 <sup>th</sup> November.	
10.	<b>Opportunity for Public participation</b>	
10.1	The council received a commendation from an ex-parishioner, but with an ongoing interest in the village, regarding the proposed plans for the bowls green/play area space.	
11.	<b>To receive an update on correspondence received and to discuss / agree any required responses</b>	
11.1	Premises Licence Application – Farmyard Frozen Ltd – no objections.	
11.2	Hornsea Three – Advance Work notice, road closure at Weston Road, Honingham – posted on Facebook and Parish Council website	
11.3	Following a request, the clerk provided copy to the editor of The Parish Pump for the latest edition.	
11.4	Norfolk Constabulary – Tackling Rural Crime newsletter.	
11.5	Request for memorial bench – an update was provided on Development plans.	
11.6	The weathervane (on top of the Parish Pump) has been reported to be damaged. The council noted an offer to repair the weathervane free of charge, however, recognised a difficulty in removing the vane for repair. The Chair explained that whilst this was achievable there would be a small cost to do this. <b>Action – to provide quotes to remove the weathervane.</b>	RH
11.7	Notification received of the Litter Pick on Sunday 22 <sup>nd</sup> October.	

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12.	<b>To confirm details of the next meeting.</b>	
12.1	Wednesday 8 <sup>th</sup> November 2023 at 7:00pm at The Village Hall	
13.	<b>To approve proposals for meeting dates in 2024-25</b>	
13.1	Proposals to continue meetings every second Wednesday of each month (except August) in 2024/25 were agreed and confirmed with the Village Hall bookings secretary.	
14.	To pass a resolution under the Public Bodies (Admissions to Meetings) Act 1960 to exclude members of the press and public for the following confidential items:	
14.1	To review the Annual Appraisal for the clerk F. Johnston – recorded as a confidential minute.	
14.2	To approve the annual scale point increase to the Clerk's salary – recorded as a confidential minute.	

The meeting closed at 19:50

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