

HONINGHAM PARISH COUNCIL

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Minutes of the Parish Council meeting on Wednesday 8<sup>th</sup> March 2023,  
7:00pm at Honingham Village Hall

**Present:**

Ryan Harvey (Vice-Chair)	RH	Stacey Bertram	SB	Graham Cullender	GC
Richard Kirkham	RK				

**In Attendance:**

Fiona Johnston – Clerk	FJ	Cllr Peter Bulman	PB	Members of the public	15
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**Apologies:**

Tony Roberts (Chair)	TR	Cllr Greg Peck	GP	Sam Steggles	SS
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No.	Detail	Action
1.	<b>To receive apologies for absence</b>	
1.1	Apologies were received from Tony Roberts, Sam Steggles and Cllr Greg Peck	
1.12	The Vice Chair assumed the role of Chair in the absence of Tony Roberts.	
2.	<b>To receive declarations of interest in items on the agenda and requests for dispensation</b>	
2.1	None.	
3.	<b>To approve the minutes of the Parish Council meeting on 8<sup>th</sup> February 2023</b>	
3.1	The minutes of the meeting on 8 <sup>th</sup> February 2023 were unanimously approved and signed by the Chair. Proposed GC, seconded RK	
4.	<b>To report on the progress of matters arising from previous meetings – information only</b>	
4.1	SB attended Councillor Induction training and reported it to be very valuable. SB's register of interests has been signed and submitted and confirmation of this has been received by the clerk.	
4.2	RH agreed to follow up the current status of the Ailwyn Cup board. <b>Action</b>	<b>RH</b>
4.3	SB attended a Coronation celebration meeting, on behalf of the Parish Council. SB reported a number of potential ideas had been discussed. The clerk confirmed the Parish council may be able to assist financially, depending on the nature of any request it receives.	
4.4	The clerk spoke to the parishioner who had requested the Council consider his request for a memorial bench. The clerk confirmed his request had been agreed and that the probable location would be on the developed bowls /play area when complete.	
5.	<b>To receive reports from District and County Councillors (where applicable)</b>	
5.1	PB confirmed District taxes had been frozen in the next year.	
5.2	PB agreed to assist with ongoing Highways issues in the village. <b>Action – To forward the location of the areas in the village requiring attention (Using the What3Words location tool) to the clerk.</b> <b>Action – Clerk to contact PB</b>	<b>RH</b> <b>FJ</b>

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6.	<b>To receive feedback from a meeting of the NWL/A47 Local Liaison Meeting on 27<sup>th</sup> February 2023</b>	
6.1	RK updated the meeting on recent developments which included: - <ul style="list-style-type: none"> <li>• A Judicial review is scheduled for May 10<sup>th</sup>-11<sup>th</sup>.</li> <li>• Pending the outcome of the Judicial review, it is unlikely any significant works will begin before late Autumn 2023, starting with vegetation clearance.</li> <li>• Completion is unlikely before 2025.</li> <li>• A pipeline under Merrywood Hall will be excavated this summer.</li> <li>• There has been some agreement to speed restrictions in Barnham Broom (not road closures).</li> </ul>	
7.	<b>To review the bank reconciliation for the period ending 30 January 2023 and approve payments.</b>	
7.1	The bank reconciliation was reviewed and approved (SB, RK) and payments approved for: <ul style="list-style-type: none"> <li>• F. Johnston – Salary &amp; expenses February 2023 (382.65)</li> <li>• Norfolk Parish Training (48.00)</li> <li>• HMRC (33.40)</li> </ul> The council were unable to proceed with a donation to The Parish Pump as official documentation had not been received by the clerk.	
7.2	The council considered three quotes obtained by the clerk to undertake an internal audit of the finances. It was agreed to appoint Lorraine Trueman who is herself a parish clerk and familiar with the local area. <b>Action – Clerk to confirm the auditors of the decision.</b>	FJ
8.	<b>To receive an update re progress of the development of the Bowling Green / Play Area and agree any actions required.</b>	
8.1	The council considered three quotes received from local fencing contractors: Broadland Fencing Contractors - £8640 Easton Building Services - £8400 T. Willis - £8838	
8.1.1	The council resolved to approve and award the contract to Easton Building Services based on price, familiarity with the area and previous work undertaken. <b>Action – To contact Easton Building Services</b>	RK
9.	<b>Policy Reviews.</b>	
9.1	Reserve Policy - Deferred	
9.2	Grant Awarding Policy and Application Form - Approved	
9.3	Risk Management Policy - Approved	
9.4	GDPR Policy - Approved	
9.5	Privacy Statement - Approved	
10.	<b>Opportunity for Public participation.</b>	
10.1	Parishioners voiced concerns that an H bar, due to be painted on the road outside 'The Buck' may transfer the inconsiderate parking to the opposite side of the bend. It was agreed to monitor the situation. Parishioners suggested inconsiderate parking around the junction of Colton Road / The Street was equally as bad. <b>Action – To forward the 'What3words' location to the clerk to pass on to Cllr Bulman</b>	RH
10.5	There was a brief discussion about the planned 'Coronation' event and contingency plans in the event of inclement weather. <b>Action – Clerk to forward the contact details for Village Hall bookings to SB</b>	FJ

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11.	<b>To receive an update on correspondence received and to discuss / agree any required responses.</b>	
11.1	Orsted – Much of the correspondence received this month related to planned road closures because of works required to facilitate construction of the wind farm. The local press had requested comments, this was deflected pending any strong feelings at this meeting. <b>Action – To speak with residents on the Easton side of the parish for their views.</b>	RK
11.2	Highways have confirmed reported issues have been resolved.	
11.3	Annual Inspection of Play Equipment – The clerk has received correspondence from the provider who carried out last years inspection with a quote for this year’s inspection (if required). It was agreed the equipment would require an inspection (even though the pending remodelling of that area may see current equipment decommissioned). The clerk was asked to secure 2 more quotes to meet financial regulations. <b>Action</b>	FJ
11.4	The next litter pick has been arranged for Sunday 2 <sup>nd</sup> April, 10am at the Village Hall.	
11.5	Sam2Speed signs – Numerous emails received. The clerk advised the rota was askew owing to personnel changes in the parishes who share the equipment, and the need to replace batteries in the unit. <b>Action – to liaise with other parishes and determine an agreed rota for 23-24.</b>	FJ
11.6	The clerk received a request from the Broadland Tree Network requesting donations to be able to continue it’s work. The council agreed in principle pending further enquiries. <b>Action – Clerk to take advice / make enquiries</b>	FJ
12.	<b>To confirm details of the next meeting</b>	
12.1	Wednesday 12 <sup>th</sup> April 2023 at 19:00pm	

The meeting closed at 19:45pm

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