

HONINGHAM PARISH COUNCIL

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Minutes of the Parish Council meeting on Wednesday 7th September 2022, 7.00pm at Honingham Village Hall

Cllrs present:

Tony Roberts – Chair (TR), Ryan Harvey – Vice Chair (RH), Michael Eales (ME), Graham Cullender (GC), Sam Steggles (SS)

Absent:

Cllr Greg Peck (GP), Cllr Peter Bulman (PB), Richard Kirkham (RK),

Other:

Fiona Johnston (Clerk), 12 members of the public were present.

1. To receive apologies for absence
 - 1.1. Apologies were received from GP, PB and RK
2. To receive any Declarations of Interest in items on the agenda and consider any requests for dispensation
 - 2.1. Nothing to report.
3. Opportunity for Public participation.
 - 3.1. Following an agreement made at the meeting on 8th June 2022, the 'Opportunity for Public participation' agenda item was discussed as the penultimate agenda item.
 - 3.2. **Action – Clerk to note and carry forward on every agenda.**
4. To approve the Record of Decisions made by the council in July and August 2022.
 - 4.1. The minutes of the 'Record of Decisions' were received and read by Councillors prior to the meeting. The Council **RESOLVED** to approve the minutes.
5. To report on progress of matters arising from previous meetings – Information only
 - 5.1. Defibrillator – The clerk expressed concerns that the defibrillator unit was displaying a X indicating there had been a malfunction. The clerk confirmed it had been removed from service pending further investigation.
Action – Chair to investigate.
 - 5.2. Ailwyn Cup Board – Removal of the board from the Village Hall was completed to allow for it to be updated.

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5.3. Litter Picking – The clerk confirmed a volunteer had come forward to reinstate and co-ordinate ‘Litter Picks’ post Covid. Following advice received from Broadland District Council regarding updated Health and Safety considerations it was agreed to use the Parish Council website and community Facebook pages to alert members of the community to the schedule beginning on Sunday 16th October 2022.

6. Finance – To review and approve the bank reconciliation for July and August 2022 and approve payments for the following:

The Council considered the bank reconciliation, no queries were raised. The Council **RESOLVED** to approve the payments.

6.1 Fiona Johnston – Salary and expenses for July and August 2022 - £833.09

7. To agree a change of signatories

7.1 It was noted bank mandate forms remained unsigned.

Action – Clerk to meet with RK to resolve.

8. To seek approval for (1) clerk’s overtime to attend training, approximately 12 hours and (2) cost of training to include:

Induction – 18 & 25 October 2022, 1st November 2022 - £80

Budgeting for new clerks – 20 October 2022 - £44

Understanding the Planning system – 8th December 2022 - £44

Preparing for the 2023 Elections – 23rd November 2022 - £36

The Council considered the request, no queries were raised. The Council **RESOLVED** to approve the payments.

Action – Clerk to book courses.

9. To consider the annual play area inspection and agree any actions required.

9.1 The Inspection report was considered. The Council **RESOLVED** to form a ‘Working Party’ to address / reduce the risks highlighted.

Action – To propose an action plan, including timescales and costs to address / reduce the risks and to report back to the Council. GC

10. To consider options for regular play area inspections.

10.1 The Chair proposed to undertake weekly, monthly, and six-monthly inspections of the Play equipment. The Council **AGREED**. It was noted this was not a substitute for the Safety Inspections, but a more regular visual Risk Assessment.

Action – The clerk to source and tailor appropriate forms for use in regular Play Area Inspections.

11. To consider options for the regular emptying of the bin in the play area.

11.1 The clerk advised of a quote received from South Norfolk District Council to empty the bin in the play area at a cost of £197.60 per annum.

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Following discussion, it was agreed the quote was reasonable and the Council **RESOLVED** to approve the quote and instruct the District Council. **Action - Clerk**

12. To consider responsibility for Installation / De-Installation of Speed Camera, Management of and Data Collection.

12.1 The Chair agreed to put up and take down the speed cameras. The clerk agreed to gather the data and report back to the Council. **Action – TR / Clerk**

13. To consider a response to the 'Norwich Western Link Pre-Planning.

13.1 Following consideration of the consultation brochures, online marketing material and lengthy debate which included:

- i. Plans for a cycle lane – have they been abandoned?
- ii. Traffic calming measures
- iii. Proposed road closures and justification for these (Berry's Lane)

The Council resolved to:

- a. Attend the Consultation event at Weston Longville on 15th September 2022 **(RH)**
- b. Meet to consider a response **(TR, RH)**
- c. To circulate said response to Councillors for review and further comments before submission. **(Clerk)**

14. To consider a response to the following planning application.

14.1 Application 20221354 – Proposed roof mounted solar panel array – Honingham Thorpe Farm, Norwich Road, Honingham, NR9 5BZ.

It was noted no objections from neighbours had been submitted. The Council **RESOLVED** they had no objections to application 20221354.

15. To consider a response to the following application under the Licensing Act 2003 for a premises licence.

15.1 Phillipine Wines & Spirits, V Depot, Honingham, Norfolk, NR9 5BZ.

It was noted no objections from neighbours had been submitted. The Council **RESOLVED** they had no objections to the application.

16. Correspondence.

16.1 Order granting National Highways (formerly Highways England) Development Consent for the A47 North Tuddenham to Easton – Notice of the decision by the Secretary of State. The Council **NOTED** the contents of the correspondence.

16.2 Path leading to the Bus Stop.

The Clerk emailed the local landowner to request he contact his farmer tenant to reinstate the path leading to the bus stop to a good state. The Clerk had been advised this would be actioned within the next two weeks.

17. Opportunities for Public Participation – The following points were raised:

17.1 The appalling state of the Play Area. What plans did the Council have for these? And in what time frame? Should the area be closed?

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17.2 With the proposed reinstatement of regular Litter Picking sessions, it was suggested emptying of the Playground waste bin could be included within the Litter Picking session as waste would be removed at no cost by the Environmental team. The Council RESOLVED to overturn their previous decision (11.1) and agreed to adopt the suggestion put forward.

17.3 It was suggested that parking on the bend directly outside of The Honingham Buck had increased and was dangerous. A resident requested the Council investigate the possibility of double yellow lines in this area.

Action – Clerk to make enquiries of the Highways department at NCC

Action – Chair to request Landlord of the Honingham Buck monitor the situation and suggest possible resolutions.

17.4 The theft of Wheelie Bins was noted.

The meeting closed at 19:50

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