

# MINUTES OF THE HONINGHAM PARISH COUNCIL MEETING

## HELD ON WEDNESDAY 12<sup>TH</sup> MARCH 2025 AT 7:30PM

Councillors Present: Paul Blyth, Sally Blyth, Anthony Meynell (Chair) and Bernie Perrett  
Members of the Public Present: 8  
Clerk: Samantha Bromley

### **1. Apologies.**

Apologies were received and accepted from Cllr Stacey Bertram and Ryan Harvey (alternative commitment). Cllr Jules Dean was absent.

### **2. Minutes.**

The minutes of the meeting of the Council held on Wednesday 8<sup>th</sup> January 2025 were AGREED as a true and accurate record and signed by the Chair.

### **3. Declaration of Interest.**

- 3.1. No pecuniary or non-pecuniary interests were declared.
- 3.2. No dispensation requests were received.

### **4. To receive matters not elsewhere on the agenda.**

- 4.1. To note that the memorial bench for Rita Barker has successfully been installed on the Village Green. Snowdrops have been planted behind and either side of the bench.
- 4.2. To note that the application for free trees to plant in the Village Green was successful and will be delivered in November 2025.
- 4.3. To note that the application to have the Village Pump's weathervane repaired through the TV programme, The Repair Shop, has been submitted. The following automated message was received: Many thanks for your application to The Repair Shop. We've had a huge amount of interest in the show, so unfortunately cannot respond to every enquiry. If we can help with your repair, a member of the team will be in touch, but bear in mind due to the large volume of interest it may be a while before you hear from us. Thank you for your patience and good luck! The Council AGREED to wait for a year before pursuing other options for repair.
- 4.4. To note that the Council's application to the Hornsea3 Community Fund was unsuccessful on this occasion. Response included: We regret that we are unable to provide additional feedback on all decisions. This is because the overriding reason most grant requests are unsuccessful is that we receive such large numbers, we regretfully have to decline many commendable applications simply due to the high competition.
- 4.5. To note that the Parish Council was awarded £1000.00 from the Veolia Sustainability Fund to be used towards the Village Green.
- 4.6. To note that the Ramblers Association has agreed to replace the wire on the boardwalk through The Fen as soon as they are able.
- 4.7. To note that, following the Council's letter to MP Jerome Mayhew regarding concerns about communication and support for vulnerable residents during the transition to voiceover internet protocol, MP Jerome Mayhew has written to Ofcom to assist with this issue.
- 4.8. To note that the Council has £7,771.19 of CIL money which must be spent this year.
- 4.9. The Clerk has provided the Borough Council and Highways with the current location of the dog bin at the West end of Mill Lane and the location the Council would like it moved to. The Council is awaiting a response.

### **5. Public Participation & Reports.**

- 5.1. County Cllr Greg Peck was not present and sent his apologies.
- 5.2. District Cllr Peter Bulman was not present and sent his apologies.
- 5.3. The police were not present.

- 5.4. Open forum for members of the public:
  - 5.4.1. It was suggested to install another mirror at the bottom of Hall Drive to improve vision for drivers leaving the village hall.
  - 5.4.2. It was noted that dog waste was found in a resident's household wheely bin, having been disposed of incorrectly.
  - 5.4.3. Reports of dog fouling were received.

**6. Open Spaces.**

- 6.1. Following the annual play park inspection, it was RESOLVED to AGREE to replace the climbing frame in the play park. Proposed Cllr B. Perrett, seconded Cllr P. Blyth.
- 6.2. It was decided to investigate whether a litter bin could be installed at the bus stop at the junction of Colton Road and Mattishall Road.
- 6.3. The playground inspection reports for January and February 2025 were received and noted.

**7. Ailwyn Cup.**

The 2024 Ailwyn Cup was awarded to Christine Harrison, although she was not present to receive it. Christine has been a member of Honingham Village Hall Committee for many years. She has been the treasurer for a long time, supports organised events and volunteers with refreshments and washing up.

**8. Planning Matters.**

- 8.1. To consider a consultee response to applications received from Broadland District Council: None.
- 8.2. To consider a consultee response to any other applications received from Broadland District Council after the publication of the agenda: None.  
<https://www.southnorfolkandbroadland.gov.uk/planning-applications/find-planning-application>
- 8.3. To receive notifications of decisions made by Broadland District Council: None.
- 8.4. To note that the Council submitted the following response to the Weston Longville and Taverham Road (Honingham) Speed Limits Traffic Regulation Order (TRO) Preliminary Consultation: Honingham Parish Council offers its strong support for the speed mitigation measures proposed for Taverham Lane.

**9. Finance and Governance Matters.**

- 9.1. To receive a bank reconciliation up to 28/02/2025. DEFFERED.
- 9.2. To note that the price for the Microsoft 365 annual subscription has decreased from £103.20 to £97.20. Payment is scheduled for 12<sup>th</sup> March 2025.
- 9.3. Sandra Lain was appointed the internal auditor for the financial year 2024-25, at the cost of £90.00.
- 9.4. To note that £24.66 was paid to the previous clerk for an underpayment of 2 hours during her employment, this has been included in Staffing under item 9.6.
- 9.5. To note that the Clerk worked an additional 7 hours in the week of 06/01/2025. This is reflected in Staffing under item 9.7.
- 9.6. It was noted that the following payments were made in February:

Payee	Description	Method	Net	VAT	Gross
Staffing	Salary/HMRC/WFHA	BACS	£430.74	£0.00	£430.74

- 9.7. It was RESOLVED to AGREE the following payments, proposed Cllr P. Blyth, seconded Cllr A. Meynell:

Payee	Description	Method	Net	VAT	Gross
NPTS	Annual Subscription	BACS	£107.18	£0.00	£107.18
Staffing	Salary/HMRC/WFHA	BACS	£490.44	£0.00	£490.44
Weston Longville PC	SAM2 Repair	BACS	£35.50	£0.00	£35.50

#### 10. Administration.

- 10.1. It was AGREED for the Council's bi-monthly meetings, for the financial year 2025-26, to be held on May 7<sup>th</sup>, July 9<sup>th</sup>, September 10<sup>th</sup>, November 12<sup>th</sup>, January 14<sup>th</sup> and March 11<sup>th</sup>.
- 10.2. The following Councillor responsibilities were AGREED:
  - 10.2.1. Planters – Cllr J. Dean
  - 10.2.2. Playground – Cllr B. Blyth
  - 10.2.3. Village Green – Cllrs S. Bertram, S. Blyth and B. Perrett
  - 10.2.4. War memorial – Cllr A. Meynell
- 10.3. The Standing Orders were reviewed and adopted.
- 10.4. To Code of Conduct was reviewed and adopted.
- 10.5. The Financial Regulations were reviewed and adopted.
- 10.6. The Risk Management Policy was reviewed and adopted.
- 10.7. The Publication Scheme was reviewed and adopted with amendments made to the Clerk and contact details.
- 10.8. To review the Asset Register. DEFFERED.

#### 11. Correspondence.

- 11.1. Galliford Try: Mattishall Lane Closure. Noted.
- 11.2. NNFunding: Funding for projects to reduce nutrients entering our watercourses and release housing. Noted.
- 11.3. NCC: Update on Traffic Mitigation for Taverham Road. Noted.
- 11.4. Galliford Try: A47 Blofield and Tuddenham Quarterly Newsletter. Noted.

#### 12. Items for the Next Meeting.

- 12.1. To consider installing a mirror at the bottom of Hall Drive to improve vision for drivers leaving the village hall.
- 12.2. To receive a report on installing a litter bin at the bus stop on Mattishall Road.
- 12.3. To consider purchasing another dog bin.
- 12.4. To receive an update on the Council's request for overgrown vegetation to be trimmed at the bottom of Colton Road belonging to a resident.

#### 13. Next Meeting of the Council.

It was noted that the next meeting of the Council will be the Annual Parish Council Meeting, followed by the Annual Parish Meeting, and will take place on Wednesday 7<sup>th</sup> May 2025 from 7:30pm in the Honingham Village Hall.

**It was RESOLVED, under the Public Bodies (Admission to Meetings) Act 1960, to exclude members of the press and public for the following confidential items.**

#### 14. Play Park.

To RESOLVE to AGREE which company to use and which piece of equipment to purchase and AGREE any other actions. DEFFERED.

*Meeting Closed at 8:16pm*