

**MINUTES OF THE MEETING OF HORNINGTOFT PARISH COUNCIL HELD AT St. EDMUND'S
CHURCH ON TUESDAY 14TH MAY 2019 AT 7.30 P.M.**

Present: Councillor A Hill (Chair)
Councillor I Baker
Councillor P Chapman
Councillor G Drew

County Councillor M Kiddle Morris
District Councillor T Carter

Clerk: Bryan Leigh
Five parishioners.

Prior to the meeting the Declaration of Acceptance of Office as a member was duly signed and witnessed by all Councillors in attendance.

1. Election of Chairman.

Councillor Chapman proposed and Councillor Drew seconded the resolution that Councillor Hill be re-elected Chairman. All were in favour and Councillor Hill was duly elected. The Declaration of Acceptance of Office was duly signed and witnessed.

2. Election of Vice-Chairman.

Councillor Chapman proposed and Councillor Hill seconded the resolution that Councillor Hawke be re-elected Vice-Chairman. All were in favour and Councillor Hawke was duly elected.

3. Apologies for absence.

Apologies for absence had been received from Councillor Hawke who was on holiday and these were accepted.

4. Declarations of Interest.

There were no DPLs.

5. Minutes of the Previous Meeting.

Councillor Drew proposed and Councillor Baker seconded the resolution that the minutes of the meeting held on Tuesday 19 March 2019 having been circulated be approved. All were in favour and the minutes were duly signed by the Chairman.

6. Public Participation.

6.1 County and District Councillor Reports.

The County Councillor reported that as discussed previously the Council formally changed from the Committee to the Cabinet system of governance at the Councils AGM held on 7 May. Additionally, the elected member who is leader of the Council and Chairman of the Cabinet will effectively become the Chief Executive/Managing Director of the Council in place of the officer who held the post until last December. 10 members have been included in the new Cabinet including the Leader and the Deputy Leader. All have portfolio responsibilities, the membership of the Cabinet and their responsibilities can be viewed on the Council website. A Cabinet Scrutiny committee (of 13 members plus 4 co-opted Church and Parent Governor representatives) has been introduced and this is to be Chaired by the Leader of the main opposition group, Cllr Steve Morpew. The role of the Scrutiny Committee

will be to examine the decisions of the Cabinet and the delegated executive decisions of the individual Cabinet members. 3 Select Committees (each of 13 members) have been formed which will develop policies within their own sphere and advise the Cabinet on such matters. They are the Corporate Select Committee, the Infrastructure and Development Select Committee and the People and Communities Select Committee. Other committees such as Planning Committee, Audit and Standards etc. remain the same. I am on the Infrastructure Select Committee. There is a governance review being undertaken as some wards are too large or too small for the number of Councillors. There are currently 84 members but in my opinion there will be less in the future. The County Council is requesting that in the future there are not 2 member wards. A member of the public queried when the meeting was to be held over the dualling of the A47 and the County Councillor replied that he was not certain but he had heard that Highways England wished to postpone the dualling from Easton to Tuddenham.

The District Councillor reported that coverage for Better Broadband had now reached 92%. Superfast is now at 89% and there is still a pot of money that has not been spent. By March 2020 95% of Norfolk Properties will have superfast broadband. The Breckland Lottery has 1200 tickets being sold per week and this will provide £40000 for good causes. The Breckland Community Grants has had an investment of £1.4 million by Breckland Council. The income from property is allowing the council to retain a low Council Tax but still give money back to the community. The Silver Social is running with dance classes and courses for aspiring gardeners. Breckland Council is looking into a shared contract for waste and recycling with South Holland and King's Lynn and West Norfolk which would show savings.

6.2 Public Participation.

There were no matters raised by members of the public as all wished to raise comments regarding Agenda item 9.3 which the Chairman stated they could do at that time.

7. Bank Mandate.

It was agreed that Councillors Hill, Chapman and Hawke be the signatories.

8. Matters to Report.

8.1 Risk Assessment.

The bridge at the Claypits is rotting at one end. The seat at the bus shelter is in a poor state and Councillor Drew suggested removing this and not to replace it. This was agreed. The seat at the church crossroads is satisfactory. Concern was raised about the speed of traffic along Oxwick Road and it was agreed to erect the SAM2 sign along Oxwick Road when available.

8.2 Gate at the front of the Churchyard.

The PCC, at its meeting, decided that it would like to replace this. Costs are to be investigated and the Parish Council will consider assisting with the cost. A parishioner raised the matter of a Holm Oak that had been planted near to this gate but it had disappeared. This will be investigated.

8.3 Notice Board.

Councillor Chapman will inform the Clerk when a proposed draft is available for the Parish Council.

8.4 Defibrillator.

This had been ordered and the hosting agreement was signed.

8.5 Revised Bus service.

The only complaint received was that the journey to Norwich of 1 1/2 hours is too long. The County Councillor explained that there are fewer coach companies are able to deliver this service and that is why two services have had to be amalgamated. The coach does now stop at the bus shelter.

9. Planning.

9.1 Applications.

There were no applications to consider.

9.2 Decisions.

There were no decisions to report.

9.3 Enforcement.

9.3.1 Sycamore Cottage Oxwick Road.

The building being erected had been reported to Breckland Council who had then contacted the Clerk as to whether the building being erected was covered by the 2009 planning permission. The Clerk had replied that he did not think so and had provided the photographs of the building. The members of the public present raised queries about the building line and the Councillors raised concerns that no planning permission had been applied for this outbuilding which according to Breckland Council's policy states that outbuildings are not permitted forward of the line of the original building and therefore planning permission should have been sought.

The public also expressed concern about the noise from a dog breeding business being carried on at the site with the associated noise and lights on at all times of the day. There was a lengthy discussion regarding this and the Clerk will complain to Environmental Health at Breckland Council regarding this.

10. Highways.

10.1 Report

The signs on Whissonsett Road and Brisley Road have not been replaced and each time the Clerk has raised the matter a reply comes back stating that the Engineer cannot be contacted and the details have been forwarded again. The flooding at Sycamore Cottage had again been reported and all details were passed to the County Councillor. The blocked ditch on Church Road had been reported as had the flooding outside Jubilee on Oxwick Road and these are being investigated by Norfolk County Council.

The partially blocked culvert on Brisley Road will be reported.

11. Correspondence.

The following correspondence will be circulated.

11.1	Clerks and Councils Direct May 2019.
11.2	Dudgeon
11.3	Fly the Red ensign.

12. Finance.

12.1 Insurance for 2019-2020.

The Clerk reported that the three-year agreement with Inspire is still in place and it was agreed unanimously to remain with Inspire at a cost of £405.83.

12.2 Exemption Certificate for the Accounts for the year 2018/19.

This is a new part of the audit and if a Parish Council has income and expenditure less than £25000 in the financial year then it can exempt itself from a limited audit.

Councillor Drew proposed and Councillor Hill seconded the resolution that the exemption certificate be signed. All were in favour.

12.3 Annual Governance Statement for the Year ending 31 March 2019.

This had been circulated and Councillor Chapman proposed and Councillor Drew seconded the resolution that this be approved. All were in favour.

The Annual Governance Statement was duly signed by the Chairman and the Clerk

12.4 Accounting Statement for the Year ending 31 March 2019.

This had been circulated and Councillor Chapman proposed and Councillor Hill seconded the resolution that this be approved. All were in favour.

The Accounting Statement was duly signed by the Chairman and Responsible Financial Officer.

12.5 Assets Register.

This had been circulated. Councillor Chapman proposed and Councillor Chapman Baker seconded the resolution that the assets register be approved. All were in favour.

ASSETS OF HORNINGTOFT PARISH COUNCIL
2008 2009 2010 2011 2012 2013 2014 2015 2016 2017 2018

CLAYPITS Nom	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000
BUS SHELTER	3459	3808	3937	4055	4055	4055	4055	4055	4055	4055	4055
SEAT 1	697	768	120	124	124	124	124	124	124	124	124
GRIT BIN				138	138	138	138	138	138	138	138
DOG BIN									94	94	94
SEAT 2	77	85	88	91	91	91	91	91	91	91	91
NOTICEBOARDS	976	1076	1112	1145	1145	1145	1145	1145	1145	1145	2678
VILLAGE SIGN											
(Nominal Sum)	2000	2200	2274	2342	2342	2342	2342	2342	2342	2342	2342
		8937	8531	8895	8895	8895	8895	8895	8989	8989	10522

Seat 1 removed in 2011 and destroyed as beyond repair. Replaced with new seat.

Grit Bin purchased November 2011 at sited at Church crossroads

Dog Bin purchased January 2017 and sited at Church Crossroads.

New Notice Board purchased May 2018 and sited at Church Crossroads.

12.7 Balances and cheques for authorisation.

Councillor Drew proposed and Councillor Hill seconded the resolution that the balances and cheques for authorisation which had been circulated be approved. All were in favour.

Balances :-

Business Saver Account.

Balance at 24 12 18 2409.52

Interest 1.20

Balance at 25 03 19 2410.72

Community Account

Balance at 30 09 18 1476.90

Less Cheques authorised 15 01 19-83.75

Cheques authorised 19 03 19-527.49 611.24

865.66

Plus Grant from National Lottery 2020.00

Balance at 31 03 19 2885.66

Less unrepresented cheque authorised 19 03 19 84.00

Balance at 01 04 19 2801.66

Amount available for Section 137 : 128 x £8.10 =£1036.80

Spend to Date : £00.00

Cheques for authorisation:

424	Norfolk ALC	Membership	123.21
425	Came & Company	Insurance	405.83
426	M Bergin	Internal Audit	16.00
427	Community Heartbeat Trust	Defibrillator-1920.00	2082.00
		Annual Maintenance-162.00	

13. Matters for the next meeting.

13.1 Grass cutting

13.2 Neighbourhood Watch.

13.3 Tree Warden

14. Date of next meeting.

This was confirmed as Tuesday 9 July 2019 in St. Edmund's Church at 7.30 p.m.

The meeting closed at 2039.