

HALVERGATE PARISH COUNCIL

Minutes of the Meeting of the Halvergate Parish Council Meeting held on Wednesday 5th August 2020, 7.00 pm via Zoom.

Present:	Charles Reader	Chairman
	Robert More	Vice-Chairman
	Stuart Hannant	
	Carol Hannant	
	Carol Simpson	
	Jessica Jennings	Clerk
	Brian Iles	County Councillor
	Grant Nurden	District Councillor

1. To Consider Apologies for Absence:

Michael Mallett / Tom Carter

2. To Receive Declarations of Interest on the Agenda:

None

3. To Adjourn the Meeting to allow Public Participation:

Mr C. Reader adjourned the meeting to allow the following Public Participation:

3.1 Brian Iles, County Councillor (joined the meeting at 7.50)

Brian reported that all the offices are currently working from home which makes it harder to get information and takes longer, although Highways is still working very well and efficiently. He has received more enquiries than usual about various issues that are concerning people, such as grants and Highways. The biggest issue the Council is facing currently is County Farms, where there are a number of issues and no-one is running it at present. It was suggested that it should be amalgamated and run from Cambridge but NCC needs to keep it locally run and under NCC's jurisdiction. It was agreed that it must not go below 16,000 acres of farmland to let. NCC want to encourage young people to come into farming as it's vital to keep food production up in the future.

Brian reported that Adult Social Services are doing quite well but that Children's Services are not and had a bad report. Financially, there is a £19m gap due to lack of income from income streams which have come to an end due to the Pandemic. The Government will pay 70% towards it but there will still be a big deficit, which will have to be paid for and which will affect residents. Brian would like to see 'in person' meetings return to County Hall, as the current system is affecting democracy, leaving Cabinet and officers running it, without being answerable to anyone.

3.2 Grant Nurden, District Councillor

Grant reported that Broadland DC held its first virtual meeting on 1st April and agreed to establish an emergency committee which would allow the decision making process to continue as normal. The emergency committee will take on delegated roles of the main committees, i.e. Cabinet, Audit, Planning and Licensing. So far, there has been no need to for the Emergency committee to meet.

On 21st May, Broadland DC held its second virtual Council meeting and made the following key decisions:

- Charging for pre-application planning advice postponed by a year and will be introduced from 1st April 2021.
- Council's Constitution has been updated with standing orders to cover the holding of virtual meetings in accordance with Section 78 of the Coronavirus Act 2020 (Virtual Meetings).
- Ratified the decision to incur any additional expenditure necessary (up to £100k per month) to deal with the Pandemic.

On 30th June, an Extraordinary Council meeting was held to review 2020/21 budgets, to consider how the Pandemic will impact the current year's budgets and the Medium Term Financial Plan. The following decision were made:

- 2020/21 income budget reduced by £431k for the year. This affects the following income streams – Planning, Waste charges, Council Tax recovery etc which are reduced by 25%.
- Direct emergency response costs (General Allowance and Housing Costs to support the homeless) are increased by £500k and the cost of Council Tax support is increased by £224k for the year.
- £100k allocated for Hardship Payments.
- Estimated surplus for 2020/21 of £62k will be retained as a contingency for any additional spending pressures.
- In-year savings in respect of vacant posts and training budgets were agreed.

Grant chaired the Audit Committee meeting on 16th June and for the 2019/20 Statement of Accounts, the surplus was £1,047k, mainly due to having participated in the Norfolk 75% business rates retention pilot and also there having been a better return on investments as well as underspend on resources.

30th July – BDC's 3rd virtual Council meeting. Made the following decisions:

- Recovery plan from the Pandemic was approved, looking at short, medium and long term.
- Environmental Strategy was approved which contains BDC's plan of action to address climate change.

All formal meetings are streamed live on YouTube. The Website contains useful information about where to find help for both individuals and businesses. For urgent assistance, residents should contact the Early Help Hub.

4. To Approve the Minutes of the last Parish Council Meeting:

Resolved to accept the Minutes of June 25th as a true account

4.1 Matters Arising from the Minutes:

4.1.1 Burial Ground – Robert More reported that after having been to look at the area where the hedge cutter couldn't get close to the hedge to cut it, and that Mr Debbage had been asked to cut it by hand instead, that if the tree beside the area where ashes are scattered was removed, then that would make the space needed to reach it and would save the extra £50 pa that it would cost to cut it by hand. Charles Reader to go and look at tree and report back at next meeting.

4.2 Clerk's Report:

The Clerk arranged with Carol Hannant to collect the quote for the outdoor work at the Playing Field to send to BDC for confirmation as to whether it would meet the criteria for Section 106 spend. Mr Debbage has cut the hedge at the Burial Ground, where the tractor cutter couldn't reach it. Clerk has received invoice for this and the usual grass cutting and will arrange payment via cheque. Clerk confirmed with Councillors, following e-mail consultation, that the request for go slow signs in relation to the ducks at the pond near Halvergate Church, received from a parishioner, would not be followed up as it was felt that deaths of ducks was more of a predation issue than a traffic one. Councillors also felt that too many signs would spoil the character of the street scene. There is already an existing duck sign. Clerk to inform parishioner. Two trees in the village will need to be removed due to disease and potential safety issues. One is a Chestnut near the War Memorial which has Canker and which the owner has made BDC aware of. The other is the Ash tree on Sandhole Corner and which the owner will be making NCC aware of. Clerk has received notification from Freethorpe First Responders that the Defibrillator pads expire at the end of September. Clerk to order a new set. Clerk reported that the PC can now hold in person meetings again but only if there is a business need and as long as Coronavirus related criteria are met. Councillors are varied in their preference – Clerk to look at Hybrid meetings.

5. Correspondence of Note:

CPRE – Recognition of Value of Green Spaces. Protection of / encouragement of wild habitats and wildlife. Donation / Sign Petition	Forwarded to Councillors for information and consideration. Councillors felt this was not directly relevant to Halvergate – no further action.
Land off Marsh Road – Planning Appeal Response	Forwarded to Councillors for information. Discussed in Agenda Item 7.
Highways – Parish Inspection	Forwarded to Councillors for information and consideration – discussed in Agenda item 8.3

6. Finance:

Balance as at 30.05.20 **£17,170.93**

Payments:

Jessica Jennings	Clerk's Fees April/May	£	511.68
Mr C. Debbage	Churchyard Grass Cutting	£	250.00
Mr G. Brewer	Internal Audit	£	150.00
Mr C. Debbage	Churchyard Grass Cutting	£	250.00
Jessica Jennings	Clerk's Fees June/July	£	756.42

Total: **£ 1,918.10**

Balance as at 24.07.20 **£ 15,252.83**

Value of Outstanding Cheques **£ 300.00**
(Mr C. Debbage Churchyard Grass Cutting £ 300.00)

Bank Transfer Payments Total: **£ 756.42**
(Jessica Jennings Clerk's Fees June/July £ 756.42)

Projected Balance **£ 14,196.41**

7. Planning Applications:

Highs Mill, Stone Road, Halvergate, Norwich

BA/2020/0232/LBC & BA/2020/0231/FUL – Underpinning works to internal machinery, reinstatement of historic features and internal and external repairs.
No objections raised. Clerk to inform Broads Authority.

Planning Appeal Response – Land North of Marsh Road, Halvergate.

Hearing Date is 26th August (to be held virtually). Although the Parish Council has nothing more to add to its original comments, after discussion, Charles Reader will attend on behalf of the PC. He will contact BDC to arrange this.

8. Items for Discussion:

8.1 Parish Partnership Scheme

Councillors considered if there was anything under the scheme that would benefit Halvergate. After some discussion, it was unanimously agreed that a second SAM2 (Speed Awareness Message) should be applied for as it was felt that having 2 areas in the village at any one time notifying drivers of their speed would be beneficial to helping combat the speed problems. Carol

Simpson to confirm if Stuart Simpson would be willing to monitor and move both signs. Clerk to contact Highways to check that having 2 SAM2's would be allowed and, if so, to start the application. Brian Iles very kindly offered to put £750 from his NCC fund towards it. Brian will speak to Paul Sellick at Highways. Charles Reader thanked Brian for his offer.

8.2 Neighbourhood Plan

Councillors discussed the benefits of having a Neighbourhood Plan and how to start the process. Grant Nurden, District Councillor, explained that by having one it would give Halvergate a say on what type of development it would and wouldn't want. He also confirmed that the Conservation Area document would be incorporated into the Plan. Any development would be unlikely to generate much CIL money as we are not a service village. All Councillors present were in favour of having a Neighbourhood Plan for Halvergate & Tunstall, although it was felt that in the current Pandemic climate, it should be put on hold. It would involve a lot of work and would need some active people to set it up and take it forward. Consultation with the village, especially at the outset, will be vital. There are plenty of examples of Neighbourhood Plans already in place available to look at on the Norfolk County Council website and from which ideas can be taken. It would be expected to take about 2 years to fully complete and implement. It was suggested that a leaflet explaining the overall concept and stressing the importance of village consultation be prepared in advance, ready to send out when appropriate. This should also be put on the Village Website and Facebook Page. These should explain the difference between the Parish Plan and a Neighbourhood Plan.

Clerk to contact Richard Squires at Broadland District Council to let him know of PC's intentions to form a Neighbourhood Plan. Clerk to draw up a leaflet for distribution.

8.3 Highways Rangers Visit – week commencing 17th August

Councillors were asked for any Highways issues that they wanted to be looked at:

1. Wickhampton Road – continued concerns over the width and speed of drivers, especially with children walking along there to go to the park. There is 3 feet of extra tarmac under the vegetation, which the PC exposed in 2019. NB Brian Iles said he would contact Paul Sellick (Highways) about this too.
2. 'Oreanda', Mill Road – the resurfaced bit of tarmac outside this bungalow on Mill Road has been torn up and is missing chunks.
3. Marsh Road, Tunstall – the entrance to Marsh Road still has very bad flooding issues which get worse after every rainfall, becoming impassable to cars. NB Brian Iles will contact Paul Sellick about this too.
4. Squires Road – the hedge along the field is getting very overgrown, especially the last section near the junction with Marsh Road. Clerk to contact owner.

9 **Items for Next Agenda / Items of Interest:**

9.1 Phone Box, Halvergate – this has been repainted and, along with the other repairs, looks much better. Clerk to thank BT on behalf of PC.

9.2 Village Sign – this has still not been repaired. Clerk to investigate.

9.3 Tunstall Church – there has been some anti-social behaviour around the church from some primary school aged children. The Preservation Trust doesn't want to exclude people but will put posters up to discourage this type of behaviour. There has also been a similar problem at the Playing Field. Clerk to alert Police to the problem but the PC does not currently want them to take any direct action.

9.4 Parish Plan – need to revisit the issues that arose from the Parish Plan and make sure they're looked into and implemented.

10 Date and Time of Next Parish Council Meeting:

The next Parish Council Meeting will be on Wednesday 16th September, 7.00 pm – Venue t.b.c but likely to be via Zoom.

The meeting was closed at 8.30 pm

Any persons wishing to speak at the Public Forum at the beginning of the Meeting, please contact Jessica Jennings, Parish Clerk at pcclerk.halvergate@gmail.com or on 701901

Signed: _____ **Charles Reader, Chairman**

Signed: _____ **Jessica Jennings, Clerk**

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