

## HALVERGATE PARISH COUNCIL

Minutes of the Meeting of Halvergate Parish Council Meeting held on Wednesday 20<sup>th</sup> October 2021, 7.00 pm at Halvergate Village Hall.

Present:	Charles Reader	Chairman
	Stuart Hannant	
	Tom Carter	
	Carol Hannant	
	Steve James	
	Jessica Jennings	Clerk
	Grant Nurden	District Councillor

Plus 1 Parishioner

**1. To Consider Apologies for Absence:**

Michael Mallett, Robert More

**2. To Receive Declarations of Interest on the Agenda:**

None

**3. To Adjourn the Meeting to allow Public Participation:**

Before adjourning the meeting, Charles Reader welcomed Steve James on to the Parish Council, following his co-option.

He then adjourned the meeting to allow the following Public Participation:

**3.1 Grant Nurden, District Councillor**

- Broadland By-Elections have resulted in two new 'Green' councillors.
- The waste contract has been awarded to Veolia who are the current contractors.
- By October 2022, a weekly food waste collection service will be rolled out over the whole district.
- There is a business grant "Go Digital" available which is led by Norfolk County Council in conjunction with District Councils to help businesses in the County. This awards grants up to £500. Details are available on Norfolk County Council's website. A 1:1 consultancy is also offered.

Steve James asked if Broadland District Council would be offering any grants for the Jubilee celebrations next year. Grant was not aware of any.

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

Resolved to accept the Minutes of September 15<sup>th</sup> as a true account

**4.1 Matters Arising from the Minutes:**

None

**4.2 Clerk's Report:**

The Clerk reported:

- Broadland District Council responded regarding Stone Cottage and said some progress has been made with restoration but that it was a slow process. Broadland DC have offered technical guidance and informed the owner of potential grant assistance.
- Clerk still waiting to hear from Norfolk CC regarding descriptive signage for Halvergate. She will chase again.

- PKF Littlejohn, External Auditors, have charged a fee of £48 for which the Clerk has made payment by bank transfer, to cover a charge for late submission of the Certificate of Exemption, as last year's was sent in error.
- SAM2 – clerk in process of ordering the second SAM2 sign but needs to clear which data download tool is most appropriate for John Collins, who will be taking over the moving and data collection of the SAM2. Both Bluetooth and Laptop download are available, although Bluetooth is for Android only and is £350, as opposed to £250 for laptop download.

Clerk asked Councillors that, if Bluetooth was the most suitable method, if they would agree to changing the data collection method on the existing SAM2 to match the new one. All Councillors in favour.

- Clerk explained that she would like to be paid monthly rather than bi-monthly and has changed the payment dates to reflect this. Councillors were in agreement.
- Clerk has written to the OTN Campaign to offer its support to the Norfolk Parishes Movement regarding the windfarm issues.
- The road closure for Remembrance Sunday has been organised and notice of the order has been displayed on the Website, Facebook and Noticeboard.
- Questions to Chief Constable session, as sent round to Councillors, Clerk has submitted a question raising the issue of speeding through villages and surrounding rural roads.
- The second instalment of the Precept has been paid into the PC's account - £4,510.00.

## 5. Correspondence of Note:

Email from Norfolk ALC re Planning & Street Naming Policy at BDC & SNC – Broadland are adopting SNC's policy, resulting in Parish and Town Councils having a reduced input into the names of new developments in the village / area. Hemblington PC asking for support to get this reversed.	Forwarded to Councillors for comment. All in agreement, bar one. Clerk passed on message of support to clerk at Hemblington PC.  During the meeting, Grant Nurden commented that this is infact not the case and BDC will be keeping its own policy on this, so no change.
Email from Lieutenancy Office, County Hall, regarding presentation of the memorial plaque to commemorate the resilience of the community during the pandemic. Deputy Lieutenants to present the plaques – they will contact Clerk in coming weeks.	Forwarded to Councillors for information and response.

## 6. Finance:

**Balance as at 30.09.21** **£15,035.61**

Payments:

Jessica Jennings	Clerk's Fees (October)	£ 387.90
Jessica Jennings	Zoom Fee (September)	£ 7.20
Jessica Jennings	Clerk's Expenses (July & Sept)	£ 34.20
PKF Littlejohn LLP	Audit Admin Fee	£ 48.00

**Total: £ 477.30**

Income:

Broadland DC	Precept 2 <sup>nd</sup> Installment	£4,510.00
--------------	-------------------------------------	-----------

**Balance as at 27.10.21** **£19,068.31**

Outstanding Payments:

Halvergate Village Hall	Hire for Meeting (June to Oct)	£ 40.00
Mr C Debbage	Churchyard Grass Cutting	£ 250.00
Jessica Jennings	Clerk's Expenses (Mileage)	£ 17.10
	<b>Sub Total:</b>	<b>£ 307.10</b>

**Projected Balance: £18,761.21**

## 7. Planning Applications:

None

## 8. Items for Discussion:

### 8.1 Budget 2022/23 – To agree draft Budget for 2022/23

Councillors considered and approved the draft Budget. Steve James asked for a copy of the Parish Plan, Carol Hannant asked if the Parish Council might consider giving money for mugs for the Platinum Jubilee in 2022.

### 8.2 Remembrance Sunday – To discuss and agree arrangements

Councillors were reminded that, as per the agreement drawn up in 2015, the ceremony at the War Memorial would go ahead regardless of weather, unless it there were gale force winds or thunder and lightning.

It was not clear if Brownies and Guides would be attending. Clerk to find out. Steve James to speak to Freethorpe School to see if they were intending to lay a wreath.

Clerk to ask Kevin Church and George Kohler, both ex-servicemen, if they would like to lay wreaths.

Charles Reader suggested that the names of the Airmen who died over the marshes should also be read out. All Councillors agreed.

### 8.3 Stone Cottage

Clerk reiterated what had been discussed with Broadland District Council Heritage Officer. Councillors asked Clerk to check the listing status of the house. It is thought to be Grade II listed. Clerk to check and confirm.

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

- Hedges along Marsh Road need cutting back. Clerk to contact Highways.
- Stone Road – brambles and undergrowth on bend still an issue. Clerk to contact Highways again.
- Hedge at Burial Ground
- Wickhampton Road – requested that Clerk contact Lana Hemsall again.
- Subscriptions – review subscriptions and see which ones should continue and any that could be dropped. Also look at grass cutting costs and other regular expenses.

## 10 Date and Time of Next Parish Council Meeting:

The next Parish Council Meeting will be held on Wednesday 1<sup>st</sup> December, 7.00 pm at the Village Hall.

The meeting was closed at 8.10 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](mailto:pcclerk.halvergate@gmail.com) or on 701901*

**Signed: \_\_\_\_\_ Charles Reader, Chairman**

**Signed: \_\_\_\_\_ Jessica Jennings, Clerk**