**HALVERGATE PARISH COUNCIL**

Minutes of a meeting of Halvergate Parish Council held at the QEII playing field pavilion on Wednesday 1ST November 2023 at 7 pm.

Present: Councillors: S Hannant, C Hannant, Williams, Frosdick, James (Chair), Reader, Frosdick

In attendance: Parish Clerk P Stone, District Councillor Nurden

(no members of the public)

# AGENDA

**The Chair to welcome, members of the public, Borough and County Councillors**

Cllr James welcomed district Councillor Nurden.

Absence of County Councillor Hempsall noted.

# To receive apologies for absence.

# Cllr More, (illness) proposed to accept, seconded unanimously resolved.

1. **To receive declarations of interest on matters on the agenda.**

None received.

# Meeting adjourned to allow for:

* 1. **Public Participation Forum**: An opportunity for the public to address the council

10 minutes.

No members of the public were present.

* 1. **County Councillor Report** Lana Hempsall (5 minutes).

No report was received.

* 1. **District Councillor Report** Grant Nurden (5 minutes).

Confirmed the Town and Parish forum would take place in person on the 9th Nov at the Horizon building all parish are welcome to attend.

Members grant, £500 paid to the Halvergate QEII playing field towards the maintenance of cutting equipment

Broadland community grant scheme open with grants up to £15,000 (closing date 3rd November)

Attended Broads Internal Drainage Board Meeting on Monday 30th October Halvergate Marshes project discussed report requested for the parish council, received 1st November and forwarded to the clerk for circulation to members.

Declaration of interest received from Cllr Reader relating to the PCC item 9 (Cllr reader being a member of the PCC).

# To approve the Minutes of the last Parish Council Meeting of 20th September 2023

Proposed, seconded, unanimously resolved

1. **Clerk report matters to note and arising from previous minutes**

Including:

* 1. **Councillor Training** dates confirmed for the evenings of 2nd and 9th November at 6 pm at the QEII playing field pavilion each session taking approximately 2.5 hours.
  2. **Windmill/Sand Hole Road Corner tree stump removal**

No action taken by the owner, clerk to request action once again. Cllr Frosdick noted that the hedges directly opposite the stump are overgrown and in need of cutting back, the clerk to make an enquiry re ownership and request the cutting of the hedges. (It is believed they are owned by the county council.)

* 1. **Street Furniture**

Currently unable to organise the cost-efficient removal and renovation of the two benches with existing contractors, due to bad weather and bench fixings. The restoration will now be left and reviewed in the spring.

* 1. **Village Gateways**

County Councillor Hempsallhas agreed to match fund a parish council application done under the partnership bid for gateways from her County Councillor allowance. Cllrs Williams and Frosdick will assess appropriate location sites and report back to the council before proceeding further.

* 1. **Clerk pension**

Documents completed submitted and accepted by the Norfolk Pension Fund.

* 1. **Burial ground consecrated areas**

Cllr Reader confirmed the unconsecrated areas to be those after the area indicated by two blue painted markers. For clarity, the clerk to confirm the formal position with the vicar.

# Councillor Updates:

* 1. **Burial Ground** Cllr S Hannant) including clearing, planting, seeding and benches.

Appropriate clearance and stripping of the bank, planting of 500 daffodil bulbs, grass seeding and siting of additional bench has taken place. Further clearance planting and seeding are to be undertaken. The probation services' work effort and support in carrying out the works was acknowledged.

* 1. **Roadway Signs**

Cllr James confirmed a meeting with the Reedham Hall management committee had taken place and they had agreed to no longer place any signs in Halvergate.

* 1. **Memorial Sunday**

Cllr Reader confirmed all arrangements are in place and no matters are outstanding.

1. **Items for Discussion and Resolution:**
   1. **D-Day Commemorations 2024**

Agreed further information to be obtained and the matter to be considered further on a future agenda

* 1. **Flagpole**

Discussion on the potential location of a flagpole next to the war memorial, the clerk to look into the matter further and report on a future agenda.

* 1. **Gate burial ground**

Proposed Cllr Frosdick to source a second-hand gate to provide a gated tractor entrance for hedge cutting at the burial ground, seconded, unanimously resolved.

* 1. **Neighbourhood Plan**

Councillors noted the question of need, cost, advantage, and disadvantage, receiving general advice from District Cllr Nurden concerning cost, procedure and timescale. Clerk to ask the district Council if an officer would attend a parish council meeting to give advice relating to producing a neighbourhood plan.

* 1. **Halvergate Village**

Postponed to a future meeting.

* 1. **Sign Policy**

Proposed to adopt the draft sign policy previously presented by the clerk, seconded, unanimously resolved.

# Clerk CILCA training costs

# Noted for initial course cost of £300.

# To agree monthly payment sheet

Proposed, seconded, unanimously resolved.

1. **To consider excluding the public under the Public Bodies (Admissions to Meetings) Act 1960, to exclude the public due to the confidential nature of the item to be discussed.**

**Asset matters.**

**To receive an update from Cllr James regarding discussions for the release of the restrictive covenant on the Village Hall from the PCC.**

Confirmed further meeting planned with the chair of the PCC to discuss.

**To receive details from the clerk concerning Village Hall valuations.**

The clerk confirmed a valuation had been received from PCC, clerk to circulate to Cllrs.

**To receive clerk report relating to above-ground bone discovery at the burial ground and subsequent action.**

The clerk confirmed a bone had been discovered above ground on the bank in the burial ground and that he had taken advice from the Institute of Crematorium Management and carried out a full formal investigation following which the bone had been reburied and the place duly marked.

# Philip Stone (Parish Clerk)

Issued 6.12.2023