

HALVERGATE PARISH COUNCIL

Minutes of a meeting of Halvergate Parish Council held at the QEII Playing Field Pavilion on Wednesday 6th March 2024 at 6pm

Present: Cllrs James (Chair), More (Vice Chair,) S Hannant, C Hannant, Reader, Frostdick

In attendance: 4 members of the public and District Cllr Nurden

AGENDA

The Chair to welcomed, members of the public and District Councillor Nurden

1. To receive apologies for absence.

N/A

2. To receive declarations of interest on matters on the agenda.

None received

3. Meeting adjourned to allow for:

a. Public Participation Forum: An opportunity for the public to address the council 10 minutes.

Member of the public confirmed Road sign Stone Road & Branch Road junction including Weavers Road sign had been hit and requiring repair and have been reported to highways and county as appropriate.

Member of the public asked for confirmation that grant application for PCC had been received. Clerk confirmed it had and would be determined at the meeting.

b. County Councillor Report Lana Hemsall (5 minutes).

No report received. The clerk confirmed receipt of a grant from Count Councillor Hemsall for drainage works to burial ground of £3,705 in February.

c. District Councillor Report Grant Nurden (5 minutes).

The sum Broadland Council receives from the council tax has increased by £5 per year for a band D property.

Brown Bins cost increase Direct debit now £62 per annum otherwise £67

Pre-application planning advice has increased rounded up to the nearest £5.

Greater Norwich local plan now going before district councils for adoption.

4. To approve the Minutes of the last Parish Council Meeting of 24th January 2024

Proposed, seconded, unanimously resolved.

5. Clerk report matters to note and arising from previous minutes

Including:

a. Tree Warden

Cllr Frostdick as appointed tree warden, currently waiting on formal training from the District Council.

b. Fallen trees

Thanks to Cllr Frostdick who recently cleared a fallen tree on the

Wickhampton Road at short notice.

c. Village Hall

The Council's surveyor has been provided with details of the PCC report and asked to liaise directly with the PCC representative and to report back once done.

d. Highways

Confirmed various scheduled works in and around the village had been completed. The council felt the works were welcome but numerous works remain outstanding. Clerk asked to compile a list via councillors of all outstanding works for review at the next meeting and submission to highways.

e. Grant from County Councillor for drainage works burial ground.

Confirmed receipt of grant from County Councillor Hemsall of £3,705 the full cost of the proposed works.

f. Councillor Co-option

Confirmed receipt of one application. Applications are to be closed 1 week before the next scheduled meeting and the applications are considered. Any new councillor appointment to take place at the April meeting.

g. Auditor

Confirmed because income exceeded £25,000 for the financial year it would be necessary to have an external audit anticipated cost £300 via PKF Littlejohn (Noted).

h. King Charles photo

Clerk confirmed this was free to all local authorities and had been applied for.

6. Items for Discussion and Resolution

a. Halvergate Day (Cllr James)

Arrangements on going with Playingfield and potential acts. Cllr James to report next meeting.

b. Burial ground recommended works. (Cllr S Hannant)

Report given by Cllr Hannant. Proposed to authorise the drainage work subject to clarifying a satisfactory location for the soakaway, suggested this could be done by Cllr meeting on site (to be arranged) seconded, unanimously resolved.

Acknowledged receipt of grant application from PCC for cutting of Halvergate and Tunstall churchyards in the sum of £1,575 proposed to authorise the grant for the 2024-2025 year, such sum being payable after the 5th April 2024, seconded, Cllr S Hannant against, motion carried.

c. Highways/ road remedial work.

As per 5d of the Agenda

d. Appointment of internal and external auditor

Proposed Brenda Hoskins, seconded, unanimously resolved.

e. Sam 2

Cllr James confirmed he is unable to give sufficient time without assistance to moving the Sam2 or downloading the data. Proposed Sam 2 remains in the existing location. Seconded, unanimously resolved.

- f. Highway works
As agreed agenda item 5d

7. Finance

- a. Approval of monthly payment sheet.
Proposed approval, seconded, unanimously resolved.

FEBRUARY RECEIPTS				
NNC DRAINAGE GRANT		£3,705		
FEBRUARY CONTRACTUAL PENSION PAYMENT DUE 11TH OF THE MONTH	911	155.54		
	RECONCILED 24.02.24			£20,308.31
FEBRUARY STANDARD PAYMENTS				
ELECTRIC VILLAGE HALL E.O.N NEXT	912	£69.00	est	
ROOM HIRE	913	£10.00		
CLERK SALARY FEBRUARY	914	£396.45		
TAX HMRC	915	£99.20		
CLERK PENSION NORFOLK PENSION FUND	916	£155.54		
WFH ALLOWANCE & INTERNET AND PHONE ALLOW £26 AND £18 PER MONTH	917	£44.00		
RE ISSUE UN RECEIVED CHEQUE 10.12.2023	918	£71.74		
			£845.93	
				£19,462.38
MARCH PAYMENTS				
ELECTRIC VILLAGE HALL E.O.N NEXT	919	£34.50		
CLERK SALARY MARCH	920	£396.45		
TAX HMRC	921	£99.20		
CLERK PENSION NORFOLK PENSION FUND	923	£155.54		
WFH ALLOWANCE & INTERNET AND PHONE ALLOW £26 AND £18 PER MONTH	924	£44.00		
GRASS CUTTING GRANT HALVERGATE PCC	925	£1,575.00		
			£2,304.69	
			BALANCE	£17,157.69

Item for next agenda

Village Gateways

Meeting closed 740 pm

Philip Stone (Parish Clerk)

Issued 22.03.2024

DRAFT