

## Hockering Parish Council

Minutes of the meeting of Hockering Parish Council held at 7:30 pm on Monday 7<sup>th</sup> February 2022 in the village hall.

**Present:** Cllr J McMahon (Chair)  
Cllr R Neave  
Cllr M Mason  
Cllr J Blackwell  
Cllr T Bassett

District Cllr Gordon Bambridge  
Two members of the public  
Sue Marsh (Clerk)

### **1. Welcome and apologies for absence.**

The Chairman welcomed everyone to the meeting, apologies were received from Cllr Brian Higgins, Sheryl Irving (Responsible Finance Officer) and Cllr Matt Darge, (Councillors agreed that Cllr Darge will remain on the council and Cllr Darge will recommence attending meeting from April 2022).

### **2. To consider co-option of a new councillor**

Cllr McMahon proposed that Tom Bassett be co-opted as a new councillor, this was seconded by Cllr Blackwell and agreed by Council. The Chairman welcomed Cllr Bassett to the Council, and he duly signed the declaration of acceptance of office form.

### **3. To receive declarations of interest.**

None received

### **4. To approve the minutes of the meeting held on 21<sup>st</sup> December 2021**

Cllr Blackwell proposed that the minutes of the meeting held on 21<sup>st</sup> December 2021 be accepted as a true record of the meeting, this was seconded by Cllr Neave and agreed by Council. The Chairman duly signed the minutes.

### **5. To receive County/District Councillor reports.**

District Cllr Bambridge reported on increases to the Council Tax for the year commencing April 2022.

District Cllr Bambridge mentioned the Breckland District Council Bursary scheme and that details could be found on the Breckland District Council website.

### **6. Open Forum for Public Participation**

Comments:

- a) Could future building projects be encouraged to have hedgehog highways.

- b) Could there be additional signage to direct people to the church/village hall.
- c) Comment regarding retirement of internal auditor, some confusion as this was not the person who completed the audit for 2020/21 tax year.
- d) Comment regarding the A47 Local Liaison Group meetings can minutes of these be added to Parish Council website.

#### **7. Planning Matters:**

- a) Applications for consideration – none.
- b) Take note of any planning decisions:

Council noted the following decisions by Breckland District Council:

- **3PL/2021/1503/H** – 3 The Glebe, NR203TX - Raising of roof of existing garage to create first floor studio accommodation together with external staircase – **Permission**
- **3OB/2021/0045/OB** – Newgate House, Gypsy Lane - Removal of Section 106 relating to **3PL/2002/101/O** - **Refused**

#### **8. To receive a report on the website**

The clerk confirmed that the new website is up and running. It was agreed that Cllr Blackwell would contact the village hall committee to see if they wish to continue with the old website (no parish council information to be entered onto the old website apart from a link to the new website). It was agreed that the parish council do not need their own Face Book page.

#### **9. To receive an update in respect of the Queens Platinum Jubilee 2022**

Cllr McMahan confirmed that the council has a grant policy and any funding requests come to council by completion of the forms that are on the council website.

#### **10. To receive an update regarding local events**

Cllr Blackwell confirmed the dates of the upcoming bingo evenings.

#### **11. To receive a report regarding the COVID – 19 Memorial Plaque**

Cllr McMahan has liaised with The Lord Lieutenants office and confirmed that the plaque will be presented on 10<sup>th</sup> May 2022.

#### **12. To receive a report on the HQN funding**

Cllr Mahon confirmed that a working group consisting of himself, Cllr Neave and Cllr Blackwell will be set up to review the information and report back to the next full council to be held on Monday 7<sup>th</sup> March 2022.

#### **13. To review Councillor roles**

This agenda item will be carried forward to Monday 7<sup>th</sup> March 2022

#### 14. To consider the meetings in June/July

It was agreed that as the meeting in June had been rearranged for a later date, the meeting in July should be cancelled.

#### 15. Finance & Governance Matters

- a) Financial report for February was received and agreed.
- b) The retirement of the internal auditor was noted, and it was agreed to appoint Lorraine Trueman for the financial year 2021/22.
- c) The Information & Data Protection Policy was agreed - Proposed by Cllr Blackwell, seconded by Cllr Neave – Motion carried.

The Publication Scheme was agreed. Proposed by Cllr Blackwell, seconded by Cllr Neave – Motion carried.

The Asset Register was agreed. Proposed by Cllr Blackwell, seconded by Cllr Neave – Motion carried.

The Events Working Group Report and the Equality & Diversity Policy were both carried forward to the next meeting.

- d) The bank payments were authorised:

• Clerk (February salary and allowance)	£226.00
• Responsible Finance Officer (February salary and allowance)	£119.62
• HMRC – PAYE	£ 82.60
• Website	TBC
• Play Area Repairs	TBC

#### 16. Correspondence for Circulation

None received.

#### 17. To receive any new items for the next agenda

Stile footpaths and stream

**To confirm the next meeting of Hockering Parish Council would be at 7:30 pm on Monday 7<sup>th</sup> March at the village hall.**

The Chairman thanked everyone for attending and the meeting closed at 8:40 pm

Signed ..... Date .....