

## HOCKERING PARISH COUNCIL

Minutes of the meeting of Hockering Parish Council held at 7:30 pm on Tuesday 7<sup>th</sup> September 2021 in the village hall.

**Present:** Cllr J McMahon (Chair)  
Cllr R Neave  
Cllr M Mason  
Cllr B Higgins  
Cllr R Hawker

District Cllr Gordon Bambridge  
5 Members of the public  
Sue Marsh (Clerk)  
Sheryl Irving (Responsible Finance Officer)

**1. Welcome, introductions of new Parish Clerk and Responsible Finance Office and apologise for absence.**

The Chairman welcomed the new Clerk and RFO who gave a brief update on themselves. Apologies received from Cllr M Darge and Cllr J Blackwell

**2. To receive declarations of interest.**

None received

**3. To approve the minutes of the meeting held on 10<sup>th</sup> August 2021**

Approved and signed by the Chairman

**4. To receive County/District Councillor reports.**

D Cllr Bambridge reported that refuse bin collections had been delayed due to a shortage of drivers. Breckland District Council are getting on top of the problem and it was suggested that if a bin had not been collected that residents go onto the Breckland District Council website and use the "report it" button.

The "report it" button could be used for lots of issues including fly tipping, bin collection, abandoned cars. The website was regularly checked and reports swiftly acted upon.

**5. Open Forum for Public Participation**

4 members of the public participated:

A resident suggested some ideas to help bring the community together:

- Auction of promises
- Craft afternoons in the village hall
- Mother and Toddler Group

- Flower and bulb planting
- Sports afternoon and several more suggestions.

The Chairman thanked the resident for the suggestions and asked if these could be passed to Cllr Higgins for his consideration.

A resident was concerned about the speed of traffic through the village, also the fact that she has to partly walk in the road with her dog because of the overgrown permissible walk way on heath road. Cllr Hawker commented that he had been in touch with a contractor, but the contractor was unable to come until November. It was suggested that Cllr Hawker and Cllr Higgins look into clearing the walk way.

Two residents attended with regard to their planning application that was on the agenda. They explained the reasons for the application and answered councillors questions.

## **6. Highway Matters**

- a) A47 Hearing – the council voted at the previous meeting by 4/2 to support the dualling of the A47 without further scrutiny.
- b) Speeding traffic issues – Cllr Bambridge suggested that the council should contact the local SNAP team.
- c) New local road issues – Cllr Hawker mentioned that some potholes had been repaired, but there were still some large pots holes near the church that needed repair.

## **7. Planning Applications:**

- a) 3PL/2021/1193F – The Molletts, Mill Lane, Hockering – Demolition of existing building and out buildings, to erect one new dwelling, garage with workshop above. No objections were raised by council.

### **b) Take note of any planning decisions:**

Council noted the following decisions by BDC

- 3PL/2021/0653/0 - Land West of Heath Road Hockering Proposal: Outline Planning Permission for the Development of up to 31 Dwellings and associated works – APPROVED.
- 3PL/2021/0946/HOU – 2 Leys Lane, single storey, rear extension – APPROVED
- 3PL/2021/1006/F – Land North of 3 Bramble Drive: erection of new dwelling – DECLINED
- 3PL/2021/1009/0 – Rectory Farm, Heath Road – residential development of up to 18 homes and associated works – UNDECIDED.

**8. To receive an update in respect of repairs to the play area.**

TMA Bark Supplies kindly donated bark and Cllr Higgins and Cllr Hawker laid the bark. The damaged equipment has been repaired and the play area is open again – no reinspection required.

**9. To receive an update in respect of the vandalism and access to Hockering Wood**

Norfolk Police have agreed to put on extra patrols – the wood is now closed to the public until the spring 2022.

**10. To receive an update in respect of the Stile Footpath**

It was agreed at the August meeting to go ahead with the necessary work. The work will commence on Monday 13<sup>th</sup> September and the footpath will be closed all day. Cllr Hawker agreed to place signs at the entrances to the footpath and the clerk will post on the residents Face Book page so that residents are aware.

**11. To receive a report on the Parish Speed Signs**

The speed signs are shared by several Parish Councils and they were in need of repair. It was agreed to contribute towards the cost of repairs, it was also agreed that the cameras would no longer be used by Hockering Parish Council as they were not effective.

**12. To receive a report regarding the Autumn Hockering Quarterly News Addition**

Cllr Hawker commented that as Cllr Darge was on a leave of absence. Jackie Brown had stepped in as editor for now. It was planned that the HQN would be ready to be delivered by the end of September

**13. To receive a report on the village litter pick**

Cllr McMahon (Chair) explained that the litter pick would be postponed until the spring due to an issue with the loaning of equipment. D Cllr Bambridge confirmed that he would investigate and report back to council.

**14. To receive a report on the hedge at the entrance to St Michael's Close**

Cllr Neave confirmed that the hedge had not been cut, the clerk confirmed that she would contact with the Hastoe Housing Group to chase.

**15. To receive a report regarding the review of the Village Website**

After much discussion it was agreed that the current website was not fit for purpose and that the clerk should deal with obtaining a new website. It was agreed that there would be a cost involved. The clerk would look after the new website with the assistance of Cllr Blackwell where needed.

Proposed by Cllr McMahon – seconded by Cllr Neave – Agreed by council

**16. To agree the adoption of the of the Document Retention Policy**

As some councillors had not received the document it was agreed that the clerk would resend and this would be carried forward to the next meeting agenda.

#### **17. Finance and Governance Matters**

a) To receive an update in respect of Parish Councillors roles and responsibilities:

- Cllr McMahon – Environmental Matters, Schools and Charity liaison, transport, Police contact and liaison.
- Cllr Darge – Sports and Recreation, Village Facebook liaison.
- Cllr Neave – Public transport, Play area, Poor and Townslands Charity.
- Cllr Mason – Environmental matters, Fly Tipping, Tree Warden, Parish Council Representative on the Village Hall Committee.
- Cllr Higgins – Lead for the planning and coordination of future village events, Village Facebook Liaison.
- Cllr Blackwell – Assist Parish Clerk with Parish Website, Norfolk ALC representative, IT, Assist with planning future village events.
- Cllr Hawker – Planning and Planning Applications, Council Footpath Officer, Road Improvements.

The roles and responsibilities were proposed by Cllr McMahon, seconded by Cllr Neave and agreed by full council.

b) To receive an update in respect of the new Parish Clerk and RFO appointments – These were explained and agreed.

c) To receive the months financial report for the year ending 31<sup>st</sup> March 2022 – Each councillor was given a copy of the report.

d) To consider and approve payments for the clerk and RFO – agreed by council as set out on the attached financial report:

• N Blackwell – Website Fees	£ 25.18
• Sue Marsh – Sept salary	£216.00
• Sheryl Irving – Sept salary	£114.62
• HMRC – PAYE	£ 82.60
• Ringland PC – SAM II Repairs	£170.10

#### **18. Correspondence for circulation**

Dereham draft plan – Councillors did not recall have received this information in the past. It was agreed that this would be recirculated.

#### **19. To receive any new items for the next meeting**

- Layout and appearance of agenda – Cllr Hawker
- Hedges – Cllr Mason

#### **20. To note the next meeting of the Parish Council will be held at 7:30 pm on Tuesday 12<sup>th</sup> October 2021 in the village Hall**

Councillors noted the date

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