

## Hockering Parish Council

Minutes of the meeting of Hockering Parish Council held at 7:30 pm on Tuesday 12<sup>th</sup> October 2021 in the village hall.

**Present:** Cllr J McMahon (Chair)  
Cllr R Neave  
Cllr M Mason – left the meeting at 20.27  
Cllr B Higgins  
Cllr R Hawker  
Cllr J Blackwell

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

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

The Chairman welcomed everyone to the meeting, apologies were received from Cllr Matt Darge.

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

None received

**3. To approve the minutes of the meeting held on 7<sup>th</sup> September 2021**

Approved and signed by the Chairman

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

D Cllr Bambridge apologised for arriving late to the meeting as he had come straight from another Town Council Meeting. D Cllr Bambridge confirmed how residents could reports fly tipping, dog waste and litter to Breckland District Council (BDC). BDC have a website with a “report it” button on there which goes directly to the most appropriate person.

## 5. Open Forum for Public Participation

A member of the public mentioned the speeding problem within the village.

## 6. Highway Matters

Cllr Hawker reported back on the LLG meeting and read out a report sent to him from another attendee. The Clerk has requested a copy of the meeting minutes from the Liaison Group organiser.

## 7. Planning Applications:

a) 3PL/2021/1312D Land west of Heath Road – Council proposed to write to Breckland District Council (BDC) with some concerns.

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

Council noted the following decisions by BDC

- 30B/2021/0045/OB – Removal of 106 Planning Condition – Council was of the view that the removal of the condition should be agreed and will contact BDC accordingly.
- 3PL/2021/1269/D – Reserved Matters re land adjacent to No 20 Heath Road – This application connects with approved application 3PL/2016/1262/O.

## 8. Finance Matters

a) Financial report for the year ending 31<sup>st</sup> March 2021 was received and agreed.

b) It was agreed to appoint Mr Bergin as internal auditor – Clerk to write to Mrs Morton and thank her for her previous support.

c) The introduction of online banking was proposed by Cllr McMahon and seconded by Cllr Blackwell. Motion voted on and approved by 5/1.

d) The bank payments were authorised:

- |                              |         |
|------------------------------|---------|
| • Sue Marsh - Oct salary     | £236.00 |
| • Sheryl Irving – Oct salary | £124.62 |
| • HMRC – PAYE                | £ 82.60 |
| • Hockering Quarterly News   | £319.00 |
| • Footpath Clearance         | £700.00 |
| • Footpath Clearance         | £ 60.00 |

## 9. To consider the approval of the STANDING ORDERS paper which had already been circulated to council.

Proposed by Cllr McMahon and seconded by Cllrs Blackwell. Motion voted on and approved by 5/1.

**10. To consider the approval of the DOCUMENT RETENTION AND DISPOSAL policy which had already been circulated to council.**

Proposed by Cllr McMahon and seconded by Cllrs Blackwell. Motion voted on and approved by 5/1.

**11. To consider the approval of the FINANCIAL REGULATIONS policy which had already been circulated to council.**

Proposed by Cllr McMahon and seconded by Cllrs Blackwell. Motion voted on and approved by 5/1

**12. To agree the layout and appearance of the agenda.**

It was agreed that the clerk could continue with the layout of the agenda the council felt it was clear and concise.

**13. To receive a report from Cllr Hawker on the work to the permissive path.**

Cllr Hawker confirmed that the work on the path had been completed.

**14. To receive a report on Footpath No 9 (Stile Path).**

- a) Cllr Hawker reported that some trees had, had to be felled. The other trees and bushes had been cut back as necessary.
- b) Cllr McMahon reported that the sandbags needed replacing and he would be writing to Norfolk County Council (NCC) as it was understood by all to be NCC responsibility.

**15. To receive a report regarding the Parish Council Website**

The clerk confirmed that the old website did not conform to the current regulations and a new one was in the process of being set up. The clerk hoped to have it up and running by the end of the year, but in the meantime the old one would be updated as much as possible. The clerk asked Cllr Blackwell if he would continue to update the old site until the new one was ready.

**16. To receive a report on the children's play area.**

Cllr Higgins and Cllr Neave reported that the bark had been laid and the play area was now open again. Cllr Hawker confirmed that he would request a costing for any further work that may be deemed to be needed.

**17. To receive a report on future village activities.**

Cllr Higgins reported that he had received some very good ideas from the residents and the first event would be a pumpkin carving competition.

**18. To receive a report on the Parish Precept**

The Responsible Finance Officer asked councillors to let her have any finance requests as she intending to present to the next council meeting.

**19. To receive a report on the Autumn HQN**

Cllr Hawker confirmed that the Autumn HQN had been circulated around the village. The 2<sup>nd</sup> December is the deadline date for any article for the winter edition.

**20. To receive a report on authorised footpaths within Hockering**

Cllr Hawker will be contacting Norfolk County Council regarding the footpaths that need repairing. Footpaths 10, 11 & 12 do not exist.

**21. To report a hedge on the corner of Heath Road**

Cllr McMahan and Cllr Higgins to look and the hedge to establish who is responsible for the upkeep, NCC or the landowner.

**22. To confirm the next meeting of Hockering Parish Council will be held at 7:30 pm on Tuesday 9<sup>th</sup> November 2021 in the Village Hall.**

Councillors noted the date

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