

Minutes of Hardingham Parish Council meeting held on 18th May 2020 at – Via Zoom Video Link

Present: Cllrs Henry Edwards (HE) Chair, Tim Barrett (TB), Richard Burke (RB), Dudley George (DG), Glen Gower (GG), Virginia Lenihan (VL) and Jane Strudwick (JS)

In attendance: H Frary (Clerk), CC Connolly, DCs Claussen and Martin

OPEN FORUM

DC Martin previously circulated his report which is attached as an appendix to the minutes.

1) Apologies for absence. None

2) Declarations of Interest. None.

3) To note the resignation of Cllr Edwards from the role of Chair, and election of replacement Chair. HE proposed Dudley George as Chair, this was seconded by TB and unanimously agreed. DG accepted and signed his declaration of acceptance of office. Thanks were recorded to Henry Edwards for his work both as Councillor and Chair.

4) Minutes of the Parish Council meeting held on 9th March 2020 were circulated prior to the meeting. They were initialled and signed by the Chairman.

5) Matters Arising from the minutes of the last meeting (not already on the agenda):-

HE reported that he and TB were due to meet with the owner of Meadow Barn however this was delayed due to the Covid-19 lockdown. He has spoken to her family who informed him that timber strips will be added to the roof this summer. **Clerk to contact the owner and thank her for her update and add that we will be pleased for an update in due course.**

6) Lockdown Volunteer group arrangement, update and associated information.

DG reminded Councillors that a leaflet had been circulated before lockdown to offer support to residents and requesting volunteers. There has been a large list of volunteers however there have been very few requests for assistance. A Parish Facebook page has been created and it is steadily growing. Information is also available via the Parish Council website.

7) To review the asset register, Statement of Internal Control and Financial Regulations and receive the internal auditors report.

These had been previously circulated outside the meeting and were agreed. Proposed: TB, seconded: VL. Unanimously agreed.

8) To agree the Annual Statement of Governance 2019/20

These had been previously circulated outside the meeting and were agreed. Proposed: TB, seconded: HE. Unanimously agreed.

9) To agree the Annual Accounting Statement 2019/20 and certificate of exemption – AGAR 2019/20 Part 2.

These had been previously circulated outside the meeting and were agreed. Proposed: RB, seconded: JS. Unanimously agreed.

10) Financial Matters

- Payment of Accounts and precept update
 - To agree to the creation of a standing order of £61.19 to Norfolk Pension Fund for the Clerks pension contribution
 - Information Commissioners Office d/d £35.00
 - Ovington Parish Council (contribution to Antivirus software) Chq 661 £12.50
 - Clerks reimbursements (March/April) chq 662 £66.84
 - Zurich Insurance chq 663 £206.08
 - HMRC chq 664 £121.60
 - A Baker (Internal Audit) chq 665 £50.00

The above payments were agreed. Proposed: HE, seconded: RB

11) To consider the view of the Council about the following planning issues

- Any time limited planning issues:
 - None
- Planning response of 'no comment' by delegated powers:
 - 3PL/2020/0252/F: Danemoor House, Norwich Road – Horsewalker for private use only. No objections
- Any Planning Notifications:
 - 3OB/2020/0005/OB: Modification to condition 1.1 on pp 3PL/2016/0946/F – to enable transfer to provider: Land adjacent Ketts Cottage, Low Street. Approved by Breckland Council
 - 3PL/2020/0252/F: Danemoor House, Norwich Road – Horsewalker for private use only. Approved by Breckland Council

12) Correspondence

- Email from resident regarding the precept increase. Councillors discussed this email and agreed that as the council had not increased the precept for five years the larger percentage increase had been necessary. It was agreed that, in retrospect, this approach was not ideal and smaller incremental increases should have been applied at a greater frequency. In response to her concern that the decision to have a large increase was made without warning, it was noted that the Council had modelled a range of increases. The 10% finally adopted still results in a small deficit, but this can be better managed within the future budget strategy.. **DG and the Clerk to draft a response**
- Email from resident regarding speeding in Low Street. The Clerk has provided the resident with Norfolk County Council Speed Management Strategy. It was noted that the Council should soon receive a SAM2 sign which will hopefully reinforce the existing limit.

8) To consider any Highways and footpath issues

- Potholes. The road between Church Road and Nordelph Corner on the bend to the south of Gresham Farm is eroding at the edges and needs repairing. **Clerk to report.** The roadway at the entrance to 19 Nordelph corner has a pothole but has been marked for repair.
- Footpaths. DG has chased Highways regarding FP3 and spoken to the Countryside Access Officer (NCC Highways Authority) asking if the path will be cleared. There has been no response to date. When lockdown has been lifted a volunteer group to be considered to complete this work in association with the neighbouring landowners. We understand from the Countryside Access Officer that the landowner of FP4 had agreed with Highways that they would install a gateway and reinstate the path however there has been no visible progress on this to date. DG has also chased Highways for an update on the status of this proposed reinstatement.
- Traffic. It was noted that the volume of traffic and cyclists in the village has increased recently, particularly people driving to the village to walk their dogs. The purchase and installation of additional dog bins to be considered at a future meeting. **Clerk to add to next agenda.**

9) Date of Next Meetings

13 July, 14 September and 9 November all at 7pm, Hardingham Village Hall. It was noted that the Annual Parish Meeting and Annual General Meeting have been cancelled for 2020 due to Covid-19.

10) Feedback from Councillors and items for the next agenda.

None

Meeting closed at 10.40am