

Hindolveston Parish Council

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<http://hindolvestonparishcouncil.norfolkparishes.gov.uk/>

To: Hazel Carter, Claire Chapman, Wayne Jolly, Trevor Leeder (Vice-Chair), John Senior, Mary Walsh (Chair), Sarah Wiles,

CC: Mike Hankins (District Cllr), Steff Aquarone (County Cllr), SNT Fakenham

You are summoned to a Meeting of the Parish Council on Thursday 18 September 2025 at 7.30 pm in the Millennium Pavilion

Signed: (Clerk to the Council)

Date:

Public Forum

Welcome from the Chair

- Members of the public may raise matters of concern and make comments in respect of items on the Agenda before the Parish Council meeting opens.
- Reports from District and County Councillors.

Maximum time for the Public Forum is 15 minutes (subject to the discretion of the Chair).

AGENDA

- 1) Apologies and reasons for absence
- 2) Declarations of pecuniary interest in any of the agenda items listed below.
- 3) ~~To consider co-opting to fill the vacancy~~
- 4) To approve the Minutes of the previous meeting on 17 July.
- 5) **Matters arising:** progress on items from previous meetings for information or reminders only. Items not on this agenda requiring decisions will be placed on the agenda for the next meeting.
- 6) **Highways:** <https://www.norfolk.gov.uk/roads-and-transport/roads/report-a-problem>
 - a) Items to report
- 7) **Street lighting**
 - a) Utility Aid have found a fixed rate for supply of electricity for the street lighting. To formally approve a three year contract with SSE for £1297.89 per annum.
- 8) **Planning**
 - a) **Applications received from the District Council since the last meeting.** It is possible that further applications may have been issued since the agenda was published which may be considered by the Council. Interested parties should check the website for the most up to date list prior to each meeting using: <http://hindolvestonparishcouncil.norfolkparishes.gov.uk/category/planning-applications/>
 - i) PF/25/0367: Proposed single storey rear and side extensions to existing dwelling, including detached annex accommodation at **Woodland Cottage at Woodland Cottage Nethergate Guestwick**. (re-consulation - amended description). Link circulated.
 - b) **To note decisions made by North Norfolk District Council**
 - c) **Withdrawn**
 - i) PF/24/0420: Conversion of detached outbuilding to form a single 1 bedroom dwelling, new access to Fulmodeston Road at **Blue Tile Farm 68 Fulmodeston Road**. WITHDRAWN

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9) Gov.uk email

- a) Request for Gov.uk email addresses for Clerk and Councillors has been submitted.

10) Financial Business

- a) Account **balances** on bank statements as at 29 August 2025

Business Bonus	£26,808.84
Business Premium	£524.14
Current account (<i>incl funds from Silver Band Trust Fund</i>)	£9,031.54

- b) **Receipts** since 28 June May: Lottery Grant for Climbing Wall £7,250.
- c) **Regular payments** since 28 June: Nurture Landscapes £332.60; salary & on costs.
- d) **Payments for approval:**

Payee	Chq. No	Amount	Date
M Walsh (for Tassie Waste Management) rubbish from allotments	101121	£420.00	14/08/25
J Otte (for Corido - bench for PP)	101122	£345.00	11/09/25
Joanna Otte (expenses)	101123	£53.21	
Walsingham Parish Council (print newsletter Aug + Sept)	101124	£20.76	
Norfolk Assoc of Local Councils (gov.uk emails)	101125	£20.00	
Wharton Tree Services (hedge reduction at War Mem.)	101126	£300.00	

11) Employment

- a) Salary increase for 2025-26. The Local Government Association (LGA) advised the National Association of Local Councils that the National Joint Council for Local Government Services (NJC) has agreed on pay rates applicable from 1 April 2025 to 31 March 2026.'
 - i) SCP 19: was £16.10 increased to £16.62. Back pay for 2025-26 April to August: £56.33 (incl employee's pension contribution £3.10); employer's pension contribution £12.68.
 - ii) To approve and sign the instructions to the bank to make the back payments and to change the monthly payments.

12) Graveyard

13) Allotments

- a) To note that Tassie Waste Management have removed the rubbish from the allotment it was a full load and cost £420 (including VAT). Paul Self has offered to take the tyres to Barney where the charge is only £1 per tyre.
- b) Rents due at end of the month. Are there any issues to raise with tenants?

14) Recreation Ground

- a) **Nature Reserve**

- b) **Play area:**

- i) Jack Hubbard of Monkey Challenge will arrange installation of the **climbing wall** in the autumn. Suggested location: parallel to hedge by Pavilion TBC.
- ii) Regular check of equipment
 - (1) To note that Alec Crisp will return to fix the fence and gate.
 - (2) To consider replacing the goal posts which are getting corroded at ground level.
- iii) **Annual Inspection** on 1 July:
 - (1) Gate: Crushing / shearing point on side - adjust / fit rubber buffer

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- (2) Benches - repair decaying timber, splinters, loose in ground
- (3) Litter bin - needs to be emptied
- (4) Picnic tables - cut off projecting bolt thread
- (5) Swings - decayed timber needs urgent attention; investigate corrosion in cradle seat and replace if necessary; tightened loose bolts; remove splinters and clean seats
- (6) Adventure cube - repair decaying timber; remove splinters, ensure protective surface on bars & rings is in good condition; replace missing caps
- (7) Trim trail - replace decayed timber
- (8) Slide - descale and repaint with lead-free paint, repairs may be necessary where corrosion is severe
- (9) Swing basket - sand back splinters, monitor fixings
- (10) Multiplay - minor repairs, sand splintered edges; descale and repaint
- (11) Rocker horse - loose in ground
- (12) Rocker seesaw - item is worn, timber is decayed
- (13) Tyre walk - no issues

c) **Bench / tree and plaque** in memory of Peter Patten. Teak bench has been order: cost excluding VAT: £292.50.

d) **Pavilion**

- i) New door had been fitted. The key has been registered with ABS Secure. A replacement costs £30 (excluding P&P or travel). The Booking Agreement has been amended so that the refundable deposit is now £80 (rather than the previous £30) to cover damage, any additional cleaning and the non-return of the key.

e) **Financial Business**

- i) Account balances as at 6 Aug: current ac £1551.63; savings account £5162.92.
- ii) Direct Debits since 6 June: Octopus Energy £61.44;
- iii) Receipts since 6 June: booking fees £92
- iv) Payments for approval:

Payee	chq no.	Amount	Date
SAM Windows & Conservatories Ltd (balance payment for new door)	101201	£1400.00	11/09/25
Playsafety Ltd (annual inspection)	101202	£115.20	11/09/25
Lisa Chapman (cleaning July & Aug)			

15) **First Aid and Defib training**

- a) Provided by Kirsty Hawkins of Orbital Training: Sessions can be run as 2-3 bite-sized workshops (1 to 2 hours each) on weekdays, evenings, or weekends. If your parish can provide the venue and advertise the sessions locally, I'll happily deliver the training free of charge. You're welcome to either host the sessions for free or ask for small donations from attendees to support parish funds or a local causes.
- b) To decide on a date/s.

16) **Correspondence:** circulated as usual via email

17) Items for report from Parish Councillors or for the next agenda.

18) Next Meeting at 7.30pm on Thursday 17 October 2025 in the Pavilion.