



Chair: Sandra Clarke  
Vice Chair: Angela Lambard  
Parish Clerk: Stephen Williamson  
01493 789422  
hicklingclerk@gmail.com

# MINUTES OF MEETINGS 2013-14

## 28<sup>th</sup> November 2013 – Hickling Methodist Church Hall

### PRESENT AT THE MEETING

Councillors: S. Clarke (Chair), A. Lambard (Vice-Chair), P. Deane, D. Scott, K. Scott  
Mr. S. Williamson (Clerk) and 17 members of the public

*The meeting commenced at 7.15 p.m*

### PUBLIC SECTION

Within the public section the only query asked when the 2014-15 Precept was likely to be set, the response was probably January.

### GUEST SPEAKER

The Chair introduced Mr. John Archibald the Chief Executive of Victory Housing who gave an interesting briefing about the company activities. Those present were informed that Victory was a not for profit organisation, tied to HCA and was the largest social housing landlord in North Norfolk. There were 42 properties within the Hickling Ward, and on average two became available for re-letting each year. Allocation was handled by NNDC on a pyramid basis – Priority/Band 1/Band 2. At present there were no priority persons who had selected Hickling, but 29 people had nominated Hickling as a main choice. Mr. Archibald went on to explain that housing assistance from central government had been subject to a 63% cut in 2010 down from approximately £109,000 to £40,000 which would soon drop further to £15,000. This meant that a balancing act was necessary between selling empty properties and building new, however in recent times 30 houses had been sold with over 100 newly built, this included sales under the right to buy scheme. Mr. Archibald stated that it was becoming much harder to build within North Norfolk generally, and virtually impossible within Hickling, he pointed out that the 29 persons who had nominated Hickling may well have nominated elsewhere too. *Note: It was mentioned that a copy of the Victory Affordable Housing mini-brochure and report was available on request via the Clerk*

*This section of the meeting commenced at 7.42 p.m.*

### 1: APOLOGIES FOR ABSENCE

Peter Berrie (holiday) – apology accepted unanimously. The Clerk informed that apology for absence had also been received from PCSO Jeanette Boardman.

### 2: DECLARATIONS

Mrs Lambard and Mrs Deane declared non-pecuniary interest in the staithe as holders of wet berths. Mrs Deane also declared pecuniary interest (due to receive reimbursement within Item 9); Mrs Lambard declared pecuniary interest (spouse receiving payment Item 9). Mrs Clarke declared pecuniary interest (also due to receive reimbursement in item 9) Forms were duly signed.

### 3: MINUTES OF LAST MEETING

The Minutes of the meeting held on 7<sup>th</sup> October had been prior circulated. No further alterations or amendments were found to be necessary. To accept the Minutes as a true and accurate record – Proposed: Mrs Scott, Seconded: Mrs Lambard. Vote: 4 For, 0 Against, 1 Abstention (not at meeting). Carried. The Minutes of the Finance Committee meeting held on the same date were agreed by Mrs Clarke and Mr. Williamson as being accurate and accepted as a true record. Both sets of Minutes were duly signed.

### 4: MATTERS ARISING

There were no matters that were not covered within other sections of the meeting.

<b>5:</b>	<b>PLANNING</b>
There were no new applications. The Clerk informed that permission had been granted for PF/12/1365 – Brightmere Farm (Conversion of barns to two dwellings)	

<b>6:</b>	<b>CORRESPONDENCE</b>
Council were informed of an e-mail from NNDC regarding anti-social behaviour at and in the vicinity of the staithe public toilets, options had been given as to part-time closure, and Council unanimously supported the idea of winter month closure between 1700 and 0700 each day. This idea also found support amongst members of the public present. On the police report the Clerk informed that Norfolk Police were still treating possible illicit 'rave' parties very seriously. An habitual offender had been arrested in connection with various burglaries in parts of north-Norfolk. Only one crime had been recorded within the Hickling area already detected. The Clerk then informed of a Wellbeing Service Consultation was running, and Hickling Barn Charity monthly reporting showing 1158 users.	

*The meeting was briefly suspended for the following (7.55 p.m.)*

<b>OFFICIALS NOTICES (District/County Councillors)</b>	
District Councillor Paul Williams stated he was to ask the landlord at the Pleasure Boat Inn if he was prepared to lock the toilets at 1700 each evening ( <i>opening handled by cleaners</i> ). On housing Mr. Williams the available exemption outside the core strategy where a maximum of ten houses could be built close to existing residences for affordable properties with about £10,000 per plot available.	

<b>7:</b>	<b>HICKLING STAITHE</b>
A report of the Staithe Forum meeting held on 11 <sup>th</sup> November was made, Mr. Martin George (Broads Authority) being guest speaker with contributions also from Natural England and Pike Anglers Association. Further meetings were planned for the future. It was reported that the water quality at Hickling Broad was poor. Further informed that the History Board was virtually complete, work continuing on the footpath maps. Council were informed that three weeks earlier, Councillors and volunteers had planted the hedging at the end nearest toilets, further planting would take place in the spring of 2014. It was mentioned that conditions were very muddy on the 'Whispering Reeds' side and it was also agreed to look at the possibility of placing gravel in some of the ruts which were now very deep in places. A flood by the seat recently had been caused by pipe blockage	

<b>8:</b>	<b>VILLAGE REPORTS</b>
Chapel Pit work including reed cutting accomplished. Council decided to wait until after Christmas before selling the remaining lawnmower, it was felt there may be more interest after winter. Decision whether to sell one winch was deferred; some Councillors felt it may be worth retaining for future spare. Wire mesh also available for sale	

<b>9:</b>	<b>FINANCIAL MATTERS &amp; PAYMENTS</b>
There were no outstanding financial matters other than to approve the following payments – this Proposed: Mr. Scott, Seconded Mrs Scott. All In Favour.	

PARISH CURRENT ACCOUNT		
To	Reason	Amount
S.A. Williamson	Standing Order (30/10) – October Salary (£325.20) / 1 x Mileage To Hickling (34 x £0.45 = £15.30) / Allowance (£13.00)	£353.50
S.A. Williamson	Standing Order (due 29/11) – November Salary (£325.20) / 1 x Mileage To Hickling (34 x £0.45 = £15.30) / Allowance (£13.00)	£353.50
Hickling Methodist	Payment for November Meeting	£12.00
Mr. P. Berrie	Reimburse cost of website domain fee	£11.25
S Clarke	Century Printing – copies of witness statements for PC. And stamps	£23.98
S Lambard	Sutton Building Supplies, paint and materials for renovation bus shelter	£37.47
<b>TOTAL CURRENT ACCOUNT</b>		<b>£791.70</b>

<b>PARISH STAITHE ACCOUNT</b>		
Hickling Methodist	Payment for Staithe Forum Meeting	£12.00
Staples	Stationery for Staithe receipt books	£18.49
Pat Deane	Laminating and ink	£22.00
Ruth Murray	Hussey & Knights print screen draft of History Board	£15.00
Ruth Murray	Layout, designing costs of new history board	£630.00
Ruth Murray	Cost of illustrative content history board	£80.00
Signs Express	To supply and fit History Board 50% paid with order/50% on completion	£920.68
<b>TOTAL STAITHE ACCOUNT</b>		<b>£1,698.17</b>
<b>RECEIPTS</b>		
Community	£377.38	Staithe
		£82.00
		Base Reward
		£42.47
<b>BANK BALANCES</b>		
Community	£9,964.49	Staithe
		£4,499.77
		Base Reward
		£100,042.47

<b>10</b>	<b>VILLAGE HALL</b>
<p>The Chair reported that a date has now been set for a court hearing on 4<sup>th</sup> March 2014 and four days had been set for this.</p> <p>Turning to recent events of the HPFRG and the Phoenix Trust concerning comments about the Parish Council:</p> <p>With regards to the comments about the non-attendance of councillors in a recent flyer, parish councillors had not attended the recent HPFRG Charity AGM because of the manner in which the last meeting was conducted. However, we have been passed copies of financial data presented to parishioners at the meeting. Once again, accounts were not presented to parishioners in full. An Analysis of Income and pages 13 and 14 of the 2013 accounts was all that was presented at the AGM. With regard to the Analysis of Income this was uninformative – for example, the source of £36,450 income is not stated, though mentioned on page 13 as "Building Fund". The figure for Gym income on Analysis of Income differed to that on page 13. There appeared to be no mention of income from Football Club. A request by a councillor had to date failed to obtain a full set of accounts, though the Chair noted that a check of the Charity Commission website prior to this meeting indicated accounts were being submitted, but could not be accessed.</p> <p>It was noted that the Charity had spent £44,609 in legal fees in the last financial year, in comparison to the Council spend of £12,775. It was noted that there is no statement of how much the builder was owed despite the meeting following the Charity's AGM was the Phoenix Trust EGM in which there was a proposal to lend the money to the HPFRGC for this purpose.</p> <p><u>Phoenix Trust EGM.</u> The Trust originally owned a hall on Stubb Rd. The hall became dilapidated and was sold with the consent of the village. £75,000 of the proceeds of sale had been reinvested by grant to the HPFRG Charity for a snooker room.</p> <p>A lease was drawn up which we have been advised is unsigned. The 2012 Phoenix Trust accounts show a lease valued at £75,000 as an asset in the balance sheet. An unsigned lease is not an asset. Despite this lease not being signed, all the income from the Laura Edgehill room appears to be paid to the Phoenix Trust, not to the Hickling Playing Fields Charity.</p> <p>There are now two village hall charities and only one hall. The village meeting to put reinvestment proposals to parishioners was never called despite a reminder by a parishioner at the May 2011 Annual Parish Meeting. It was almost certain that any such meeting would have resulted in approval for investment of the entire Phoenix endowment in a new hall. A documentary record showed that this would have been acceptable to the Charity Commission with some changes to the deeds. Had this meeting been called, we could have avoided most of our present problems.</p> <p>It is still hoped that litigation could and should be settled out of court.</p>	

<b>11</b>	<b>MEETINGS 2014</b>
Dates agreed (Mondays): January 6 <sup>th</sup> / February 3 <sup>rd</sup> / March 3 <sup>rd</sup>	

<b>12</b>	<b>COUNCILLORS COMMENTS/FUTURE AGENDA</b>
There were no further matters raised	

At this point resolved under the Public Bodies (Admissions to Meetings) Act 1960 to exclude members of the public from the final items on this agenda. Proposed: Mrs Scott Seconded: Mrs Deane. All in Favour.

*At 8.30 p.m. this part of the meeting was formally closed. The next section commenced at 8.40 p.m.*

<b>13:</b>	<b>LEGAL MATTERS</b>
<p><b>THE MINUTES OF THIS SECTION OF THE MEETING ARE WITHHELD PENDING THE CONCLUSION OF LEGAL PROCEEDINGS AND WILL BE MADE AVAILABLE IN THE MINUTE BOOK AND VIA THE PARISH COUNCIL WEBSITE WHEN PRACTICABLE – SEE ABOVE. THE FULL VERSION OF THE MINUTES WILL CARRY THE APPROVAL SIGNATURE OF THE CHAIRMAN IN THE USUAL WAY</b></p>	

*The meeting closed at 9.18 p.m.*

<i>Signed after agreed amendment and approval by Council as being a true and accurate record by the Chair of the meeting or authorised deputy</i>		Dated:
---	--	--------