

Hemblington Parish Council

Minutes of the Hemblington Parish Council Meeting held at Heathlands Community Centre on Monday 16th May 2016 at 8:00pm.

PRESENT

Present – Anthony Howe (Chair) Andrew Burtenshaw, George Pickersgill, Bryan Slater, Paul Fox, Steven Ford (Clerk)

1. Welcome and Introduction to the meeting by Anthony Howe.
2. **TO CONSIDER APOLOGIES FOR ABSENCE AND AGREE ANY NECESSARY ACTIONS**
None.
3. **TO RECEIVE DECLARATIONS OF INTEREST ON ITEMS ON THE AGENDA**
 - 3.1. None.
4. **OPEN FORUM - FOR PARISHIONERS TO RAISE QUESTIONS ON AND/OR MAKE STATEMENTS ABOUT MATTERS ON THE AGENDA**
 - 4.1. Mr P Goodenough asked if the proposed bus route changes that he had previously put forward could be publicised in Blofield News and Focal Point to gauge support for the proposals. Residents put forward their objections to the proposed two storey extension at 34 Cutttons Corner.
5. **TO APPROVE THE MINUTES OF THE MEETING HELD ON 21ST MARCH 2016**
 - 5.1. The council resolved to approve the minutes and they were duly signed by the chair as a true record.
6. **TO REPORT ON MATTERS ARISING FROM THE MINUTES NOT ON THE AGENDA**
 - 6.1. None.
7. **TO CONSIDER COUNCIL FEEDBACK ON PLANNING APPLICATIONS RECEIVED FROM BROADLAND DISTRICT COUNCIL**
 - 7.1. Application: 20160707
Two storey rear extension, 34 Cuttns Corner, Hemblington.
It was **AGREED** that there were no objections in principle to the proposed rear extension but wishes to raise objections to the south facing bedroom window that will overlook neighbouring property. It would be intrusive and impede on their privacy.
8. **TO AGREE AN INSURANCE PROVIDER AND PREMIUM FOR THE COUNCIL FOR 2015/16**
 - 8.1. The clerk obtained three quotations from Came and Company for insurance for 2016/17. Ecclesiastical were the best value for money at £164.25 for the year. Andrew Burtenshaw proposed (seconded by Bryan Slater) the Council accept this quotation and move their insurance to Ecclesiastical. The Council unanimously **RESOLVED** this proposal.
 - 8.2.
9. **TO APPROVE INVOICES FOR PAYMENT**
 - 9.1. The Council unanimously resolved to approve the payment of all invoices presented for payment in Appendix 1. Clerk to action.
10. **TO APPROVE THE HEMBLINGTON PARISH COUNCIL ANNUAL FINANCE REPORT 2015/16**
 - 10.1. It was **AGREED** to defer until June.
11. **TO FORMALLY APPROVE THE AUDIT COMMISSION ANNUAL RETURN FOR YEAR ENDING 31ST MARCH 2016**
 - 11.1. . It was **AGREED** to defer until June.
12. **TO APPROVE THE FOLLOWING REVISED DOCUMENTS TO SUPPORT THE COUNCIL GOVERNANCE**
 - 12.1. Annual Review of the Effectiveness of Internal Audit
 - 12.2. Annual Review of the Effectiveness of Internal Control

- 12.3. Duties of the Responsible Financial Officer
- 12.4. Following review it was proposed Anthony Howe (seconded by Andrew Burtenshaw) the Council approve the documents detailed in 12.1-12.3. The Council unanimously resolved to approve this proposal.

13. TO NOTE CORRESPONDENCE REGARDING THE NEW BUS STOP ON RANWORTH ROAD AND CONSIDER ANY NECESSARY ACTIONS

- 13.1. A parishioner has raised concern regarding the bus stop location outside Tumbleweed. Following discussion the council unanimously resolved to request an additional meeting with Helen Martin (NCC Infrastructure Manager) to consider any alternative sites. It was agreed that George Pickersgill and Bryan Slater would attend together with any concerned residents and a Blofield Parish Council representative. Clerk to arrange meeting.

14. UPDATE ON THE PROPOSED VILLAGE SIGN

- 14.1. No designs had been received to date.

15. PARISH CLERK'S CORRESPONDENCE

- 15.1 Broadland District Council – The Consultation on Statement of Community Involvement (SCI) was noted.

16. ANY OTHER BUSINESS

- 16.1. A Hemblington Footpaths walk has been scheduled for Saturday 16th July at 2pm. Everyone is welcome. The walk will commence from Pedham Green and take approximately 1 hour.

17. TO CONFIRM THE DATE OF THE NEXT PARISH COUNCIL MEETING

- 17.1. Monday 25th July 2016 at Heathlands Community Centre at 7:30pm.

There being no further business the meeting closed at approximately 8.55pm.

Signed.....

Dated.....