

## Hockering Parish Council

**Chairman:**

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**Parish Clerk**

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**MINUTES** of the **Annual Parish Council Meeting** held on Tuesday 14<sup>th</sup> May 2024 at the Village Hall, Hockering.

**Cllrs Present at the Meeting:** J Blackwell, P Cocker, L Parker and R Neave

**Also Present:** Parish Clerk, District Councillor Gordon Bambridge, and 2 members of the public.

1. **Election of Chair and signing of the Declaration of Office Acceptance form** - Nominations were requested for the position of Chairman of the Parish Council. Cllr Neave proposed and Cllr Parker seconded that Cllr Blackwell be appointed. All were in favour and Cllr Blackwell signed his acceptance form.
2. **Election of Vice Chair** – No councillors were currently willing to stand as Vice-Chair so the position remains open at this time.
3. **Welcome and apologies for absence** – Apologies were received from Cllr B Higgins.
4. **To receive any declarations of interest** – there were no declarations of interest.
5. **To approve the minutes of the Parish Council Meeting held on Tuesday 9<sup>th</sup> April 2024** – having previously been circulated to all councillors, Cllr Parker proposed, and Cllr Neave seconded that they be approved and signed. All agreed.
6. **To receive County/District Councillor reports** – Reports from both Councillors had been minuted in the earlier Annual Parish Meeting and attached to those minutes.
7. **Open Forum for Public Participation – maximum of 3 minutes per person** – there were no matters for discussion raised by the public.
8. **To receive updates from:**
  - a) **Hockering Life** – Cllr Cocker reported that copy is needed shortly for the June issue. Unfortunately, due to time pressures from her other commitments to the Parish Council and the Football Club, she is no longer able to continue to edit Hockering Life. The Chairman thanked her for all the excellent work she has done in producing such a professional magazine during the past year.
  - b) **Village Hall** – Mr Leslie reported that the refurbishment of the kitchen is almost complete, together with repairs to the emergency doors and the electrics in the main hall will be improved to include additional sockets.
  - c) **Village Church** – Rev Tori said she was pleased to report that a Churchwarden had been appointed. The coffee mornings were very popular and well attended. Mark will be leaving and his final service is on Sunday 26<sup>th</sup> May at 10.00am and Rev Tori will be leaving later this year.
  - d) **Primary School** – the school currently has 35 pupils on roll and they enjoy many outings and enrichment activities. They have plans for using a disused, overgrown

garden area of the school grounds to create a useable nature area. The Friends of Hockering School have been busy designing, fund-raising and applying for grants to enable this work to proceed. A Baby & Toddler Group is starting in May and will take place once a month on a Friday afternoon in the school hall. Cllr Parker reported that the East Anglian Air Ambulance organization had visited the school recently and explained what they should do in an emergency, such as remember the Emergency Phone Number, and to help any adults present on how to use a defibrillator and perform resuscitation.

**9. To consider updates on the following Working Parties:**

- a) **Neighbourhood Plan** – The Chairman said that he would be meeting up soon with other local Parish Council Chairmen and would ask them for their advice and views on setting up a Neighbourhood Plan Group.
- b) **Play Area and Youth Club** – Cllr Cocker reported that Breckland District Council had agreed to fund the installation of floodlighting which will mean that the Club does not have to pay to use other football grounds during the winter months. The Club is actively following up further grant possibilities to fund improvements to the club house and other areas. The Football Club have arranged to donate their old kit to an organisation in Kenya to distribute to local clubs.

If any residents are interested in helping any of these Working Parties, they would be warmly welcomed and should contact the Parish Council for more information.

**10. To discuss updates on the following:**

- a) **New Local Area Map** – This is on hold at the moment until a decision is made on renovating the bus shelter.
- b) **Speeding in the Village** – The SAM2 machines which are used in rotation with other local parish councils, should be back in Hockering soon.
- c) **Grasscutting in Village Public Areas** – Dean is currently cutting areas of grass around the Village Hall and when Cllr Higgins returns from holiday he will use the Parish Council's new mower to cut the verges and communal areas in the village as well as cut back grass verges which are encroaching on pathways.

**11. To consider future Village Events** – The Friends of Hockering School are arranging a Village Fete on the 18th August and it was agreed that the Parish Council would be happy to liaise with them and provide support.

**12. Correspondence for circulation - All correspondence had been circulated and dealt with as required.** Cllr Blackwell said an email had been received from a resident giving ideas as to how the facilities in Hockering could be improved. One suggestion was for a dog run and Cllr Cocker said that an area at the rear of the Football Club could have the fencing improved to provide a small area or dogs can be walked round the perimeter of the pitch providing they are under control and owners clear up after them to avoid fouling the playing area.

**13. Planning Matters –**

- a) **An applications for consideration had been received**, 3PL/2024/0410/HOU, for 20 Heath Road, Hockering, to remove an existing utility room and conservatory and replace with a 2-storey side and rear extension. Councillors had carefully considered the application and agreed that they had no objections.
- b) Any other applications received after the publication of the agenda are available on <http://planning.breckland.gov.uk/OcellaWeb/planningSearch>
- c) To note any planning decisions/appeals – none

**14. Finance & Governance Matters**

- a) The Internal Auditors' Report had been received and circulated to all councillors who

agreed with its findings and recommendations.

- b) All councillors had received the Annual Governance Statement for the 2023-24 AGAR submission and were in agreement that this be signed on their behalf by the Chairman.
- c) All councillors had received the Annual Accounting Statements for the 2023-24 AGAR submission and were in agreement that this be signed on their behalf by the Chairman.
- d) All councillors had received the Certificate of Exemption for the 2023-24 AGAR submission and were in agreement that this be signed on their behalf by the Chairman.
- e) All councillors had received details of the payments for this month all agreed that they be paid.
- f) The purchase of a lawnmower for use by the Parish Council had been agreed in principle in April and councillors unanimously agreed to the purchase once the invoice had been issued. The Asset Register has been updated and the Insurers informed.

<b>PAYMENTS FOR APPROVAL THIS MONTH: <i>THE CO-OPERATIVE BANK COMMUNITY ACCOUNT</i></b>					
<b>BALANCE AS AT 09.04.24</b>			<b>£17,004.57</b>		
<b>PAY TYPE</b>	<b>PAYEE</b>	<b>DESCRIPTION</b>	<b>ACTUAL AMOUNT</b>	<b>VAT</b>	
BACS	M Ridgwell	Apr Salary & Exps	375.10		
BACS	HMRC	PAYE to Period 10	85.80		
BACS	Lorraine Trueman	Internal Audit Report	50.00		
		<b>Less</b>	<b>510.00</b>		
<b>Receipts</b>	Breckland Council	Precept	<b>Plus</b>	<b>5,000.00</b>	
<b>BALANCE C/FWD 14.05.24</b>			<b>£21,493.67</b>		

- 15. To receive any new items for the next agenda** – To progress and receive updates on matters raised above.

**To note the next meeting of the Parish Council** – This will be held on Tuesday 9<sup>th</sup> July 2024 at 7.30pm in the Village Hall.

The meeting closed at 8.20pm

Signed .....