

**To; Members of Hockham Parish Council**

You are duly summoned to attend the next meeting of Hockham Parish Council to be held at 7.30 pm on Monday 25<sup>th</sup> April 2022, in Hockham Village Hall.

Chris Garrod  
Clerk to the Council  
Oaklands  
Vicarage Rd  
Gt Hockham  
Norfolk  
IP24 1PE

*C G Garrod*

**Public Attendance**

Members of the public and press are welcome to attend. At item 6, the public will be invited to give their views/questions on issues on the agenda or raise issues for consideration of inclusion at future meetings. This session will generally be limited to 15mins duration and will be followed by District/County Councillors Reports.

**Agenda**

- 1) **Apologies for absence** and acceptance for reason for absence.
- 2) **Declarations of Interest**
- 3) **To consider requests for dispensation**
- 4) **To approve as accurate the minutes from 14<sup>th</sup> March 2022.**
- 5) **Progress report for information**
  - a) Dog bin installation
  - b) Parliament Lane vegetation (See highways RB5)
  - c) Playing Field Ash tree
  - d) Community Car Scheme new drivers
- 6) **Public Participation Session**  
(Maximum 15 minutes) The meeting will be adjourned for this item.
- 7) **County and District Council Reports**
- 8) **Highways and Road Safety (Councillor Thomas)**  
Updates on report progress  
RB5 progress  
Response from highways over road markings
- 9) **To Consider Planning Applications**  
3PL/2022/0196/HOU Scotgate Cottage garage change of use to accommodation  
Approved, with conditions  
Any further applications.
- 10) **Finance (Note finance reports will be sent separately to councillors)**
  - a) Approval and signing of Certificate of Exemption
  - b) Internal Auditor appointment

- c) To resolve to obtain online banking with dual authorisation.
- d) To resolve the Clerks employment contract. Issued and circulated to councillors.
- e) Annual AGAR is being prepared.
- f) Bank Balance at 01/04/22                    £9919.45
- g) Monies in since 01/04/22
  - 50% of precept                                    £4250
  - Allotment fees Shropham Rd                £22.50
  - Townlands (Grass cutting 2021)        £302.88
- h) Payments to Approve
  - Glasdon balance of dog bin                    £26.11
  - Pearce & Kemp                                    £45.60
  - Playing Field Insurance for 01/05/22        £758.55
  - Norfolk ALC Membership for 01/06/22    £157.39
  - Clerks Salary for March & April 2022        £220
  - Community Car (Jan to end March 22)        £15.50
  - Village hall rent from Aug 21-March 21    £84
- i) To resolve moving ICO fee (July 22) to Direct debit, which saves £5 annually.
- j) EON, issues with direct debit payments.

**11) Allotments (Councillor Bennett)**

Questionnaire progress

**12) Footpaths and Rights of Way (Councillor Campbell)**

FP2 Progress

**13) Streetlight Risk Assessment**

To discuss, consider and approve as below:

Electrical tests £287.50 plus vat

Structural inspection report £115 plus vat

Concrete column replacement Wretham Road £2444.20+£801.25 (£3245.45)

**14) Councillor Updates**

Any updates from councillors

**15) PC Minutes Norfolk Archives**

To approve that Norfolk Record Office (who have agreed) to take some old Parish Council minute books for archiving

**16) Offer by Townlands to gift the community vehicle to the parish council.**

Townlands no longer wish to run the community vehicle due to high insurance costs.  
To resolve if the parish council wishes to take on the ownership.

**The next meeting** will be on Monday 23<sup>rd</sup> May and will be the Annual Meeting of The Council. This will follow the Annual Parish Meeting, which will begin at 7pm in Hockham Village Hall.

The meeting dates for the next year will be published at the Annual Meeting of the Council, but the clerk proposes we reduce the meetings to ten, missing meetings in August and December.

Potential meet days are 13/6; 25/7; 5/9; 17/10; 28/11; 9/1; 13/2; 20/3; 14/4; 22/5