

HOE & WORTHING CIVIL PARISH MEETING

MINUTES OF THE PARISH MEETING HELD IN THE VILLAGE HALL, HOE

ON WEDNESDAY 8TH MARCH 2023 AT 7pm to 9pm

Present:- Celia Daniel (Chairman), Graham Lewis, Sharon Colk, Alan Hughes, Gary Palmer, Miranda Smith, Philip Cane, Rosemary Cane, Clive Hough, Wendy Hough, Mike Mullins, Ben Banks, James Sayer, John Tuckwell, Trevor Wood, Margaret Barrett, James Keith, Richard Malt, Susan Malt

Also in attendance: Griselda Hubbard (Parish Clerk)

Celia Daniel began the meeting by saying that since last April the Parish has struggled to appoint a minute taker to regularly service our Parish Meetings. She said that, of course, the help was appreciated from those who temporarily stepped in, Johanne Lewis and Miranda Smith both from Worthing, Kelly Piccard (Parish Clerk) from Swanton Morley and both James Keith and I as Chairmen have also taken minutes whilst chairing our meetings. This arrangement, however, disrupts the smooth running of Parish business and cannot continue. Even though I have enquired across the Parish for someone to kindly volunteer and step into the minute taker role, we have still been left with a vacancy. Therefore, not wanting to cancel yet another parish meeting because no one had stepped forward, the only option remaining was and has resulted in my approaching Griselda Hubbard from Dereham, who is an experienced and trained Parish Council Clerk for other parishes, to consider supporting Hoe and Worthing. May I introduce and welcome Griselda. This means we unavoidably now need to consider and pay a salary for a Parish Clerk. The Local Government rate currently is £14.21 per hour and 0.45p per mile travelling expenses. Each meeting will cost this Parish slightly over £60.00, 4 meetings per year just over £240.00 Also to note, Parish Clerks invariably work mostly from home, therefore they are eligible for a small home expense allowance of £10.00 which is non-taxable. I am hoping with your approval today, we can commit to asking Griselda to service our meetings, going forward at these costs. Celia Daniel asked if there were any questions.

Following a brief discussion as to a) what is permitted for a Parish Meeting and b) what method of payment would be used to pay a Parish Clerk i.e. self-employed, PAYE, or as James Keith suggested by invoice. Mike Mullins made the meeting aware that a) The Parish Meeting not being a corporate body, cannot employ anyone in any capacity whatsoever and b) HMRC rules are unambiguous on the subject of remuneration for Parish Clerks insofar as they are classed as "office holders" and must be employed with their remuneration subject to the PAYE system. It was agreed that Celia Daniel would report back with information.

1) Welcome and to accept apologies for absence from Johanna Lewis, Philip Barrett, Peter Fishwick, Carl Watling, Glenys Watling, Jane Witcher, Ivan Mayes, Katie Mayes, Tracey Green, Mick Dunn, Penny Dunn, Jennifer Tuckwell, William Danson, Adam Flack and Sabrina Flack.

2) Minutes of 22nd November 2022 – to be considered, agreed and signed off

Trevor Wood will be added to the list of attendees.

Celia Daniel mentioned she has received by email from Trevor Wood and Salt Malt, both had submitted various amendments and they will be incorporated into the minutes of 22nd November 2022 and uploaded onto the website.

Trevor Wood thought there should be a discussion regarding last May's 2022 meeting. He felt that an issue had not been included on that agenda. He referred to a meeting that Celia Daniel had with Cllr Bill Borrett. He also mentioned that when he talked about the vote and other matters, he felt certain matters were left out of minutes. He said the meeting Celia Daniel had with Cllr Borrett related to the unlawful meeting. He said it was wrong to state a Chairman could be elected. He reiterated that the meeting was not factually correct. Celia Daniel referred to a previous parish meeting (26th October 2022) where everyone agreed that Trevor Wood should record his concerns, and these be separately filed with the May minutes and kept on record. Parishioners needed to draw a line under this incident. Those present at this meeting agreed Celia Daniel and Trevor Wood should organise a meeting to try to sort out the problems. Trevor Wood left the meeting at 7.45pm

3) Any outstanding matters arising from the meeting of 22nd November 2022

Finance, Parish Open debate and Complaints & Compliments guidance note. For discussion on the agenda below.

4) Finance 2022-2023

In the absence of Jane Parish Treasurer, Parish Bank Account as at 14.02.2023 stands at:

Income - Parish £1,800.00 / Hall £1,085.01 (excl. £2K award October 2021 ring fenced for one year)

Expenses - Parish £1,470.70 / Hall £629.13 total £2,099.83 (incl. Exterior light £62.99)

Hall fabric works - Quotes were presented from the Hall Management Group for replacement doors, one will be replaced with a modern door and some brickwork will be required. £930.00 for bricking up. There is still a 3-week delay getting the door made. All Saints company will charge £2,260.00 for 2 doors.

Replacing heaters was twice as costly as before Covid. To replace them was a problem. An electrician had looked at them and said they would be okay for a while. Windows will be £1,100. James Keith proposed this goes forward, seconded by Philip Cane, resolution passed.

a) Receive suggestions for Commemorating QE11/Platinum Jubilee 2022, KC111 Coronation

James Keith put forward an idea to Commemorate the Coronation, to supply Commemoration mugs. There was no interest in this idea.

Also to perhaps consider the purchase of a tree, but it was very expensive (mature cost approx £900). There was a tree planted previously for the Millennium. The idea of planting another near the Millennium one was discussed and the idea of having a small park made and sited. Wendy Hough suggested possibly putting something on The Common. In 2012 each village had an identical tree and that was successful. There was no further interest.

Celia Daniel mentioned that a number of Worthing parishioners had considered the idea of a plaque fixed to the brickwork below Worthing village sign, this was well received. The cost and further information to be obtained.

b) Emergency Funding

There is no Emergency fund for the Parish. Referring to the Worthing Floods – December 2020 as an example where 3 households did not have home insurance a skip was needed urgently but the Parish declined this request for help. (Not everyone buys into home insurance!) Further examples, a house fire therefore supporting emergency overnight accommodation, transport for emergency healthcare visit, emergency support for bereavement / funeral.

Celia Daniel thought the care and support our community needs, she proposed we set aside £300.00 per year being a sensible amount and funded using precept / council tax monies already paid via our parishioners. It was agreed and seconded by Mike Mullins that further information for such a scheme be obtained i.e. reviewing other parish schemes and discuss in more detail at a future parish meeting.

5) The Parish: Open debate

Drawing on previous conversations since last April or going back even further to review what worked well or not, to consider Parish Meeting format, what is our function & service to the Parish? It was hoped that at the end of this debate did we still want to have a questionnaire or discuss this again?

First speaker – Graham Lewis expressed his concern with Planning. This was discussed under item 6 below.

There was some discussion regarding people walking over land owned by farmers. Some Worthing parishioners were concerned that nearby fields now have wired boundaries because the landowner does not want his land walked over and livestock are in the fields. It was suggested that if and when an opportunity arises, the landowner be contacted to see if he would consider having a Permissive Path. To be reviewed.

Closing this debate, Celia Daniel enquired if a questionnaire was still needed and be circulated across the parish. The meeting decided not to proceed any further.

6) Planning Applications as notified via Breckland District Council to be discussed at Parish Meeting to either approve or receive objections. Listed below are current B.D.C. status.

3PL/2022/1057?HOU "Springfield", Gorgate. Decision by 20th December 2022 – Withdrawn

3PL/2022/0036/UC Worthing Barn – PRIOR APPROVAL for change of use. Decision date extended to 2nd November 2023. A contamination Officer will give his comments to Breckland Council.

3PL/2023/0033/VAR White Waters, Mill Lane Variation just received and a decision by 20th April. Celia Daniel circulated in the room a photo of screening to this property and mentioned Parishioners could still enter any comments direct to Breckland District Council online. A suggestion put forward was to have a wooden screen as an option rather than glass. Celia Daniel to check with those directly affected. Meeting did not object to this variation.

Breckland Local Plan Update

Since the withdrawal of the New Town Garden proposal back in 2018, in some ways, Breckland are now working on a different scheme and much larger, hence my email of 25th January 2023 to you all and a call from BDC to developers to identify potential building sites for homes. North Elmham and neighbouring parishes recently met as clearly the majority of parishioners are against the new scheme to building a New Town close to Billingsford. There are other plots identified with the potential of building anything between 5 and 200 homes and at the Barracks in the region of 2,000 homes.

The meeting with parishes all felt working together would increase our chances of objecting to such plans where clearly infrastructure and amenities etc., at this stage, have not been properly considered.

Mike Rayner, North Elmham Planning, are calling for help from other parishes, wanting a project leader, some with media and I.T. skills etc., to co-ordinate and lead on this major scheme, CANT.

Although some of you may have submitted an initial survey online, looking at types of building styles, what facilities are important to you and so on, we have been advised a more detailed survey or questionnaire is expected sometime this month. Once I know more about this, I shall of course let you know.

There will be a consultation period of 8 weeks and later in the year, Breckland will decide which developers and building plots meet the criteria set by them. It is very likely that a number of these plots will drop off the lists but whatever affects our Parish, we shall learn in the usual way from Breckland Planning.

Parishioners should if they haven't already, register on the Commonplace tab of Breckland website. Detailed plans are uploaded on their website for your review. Celia Daniel suggested all residents have a look at the website to find out as much information as they can and keep up to date.

7) Compliments & Complaints Draft Guidelines to be finalised/Celia Daniel

How the Parish Meeting deals with complaints? The meeting considered this final draft. Mike Mullins commented that the position of a Vice Chairman was not incorporated into these guidelines. Celia Daniel advised that as and when this position is in place, the guidelines could be amended. Mike Mullins proposed this be adopted, was seconded by James Sayer. 14 presented for, 1 abstention (1 x early leaver,) resolution passed, guidelines adopted.

8) Public Buildings: Church Services & Events

St. Margaret's Church, Worthing – there are services on the 2nd and 4th Sunday of the month. There will be a service this Sunday at 11.30 a.m., followed by a Lent Luncheon to raise funds in aid of Priscilla Bacon Lodge in Norwich to help with the cost of building a new lodge.

On 9th April at 12 noon by the River in Worthing there will be our usual Easter Sunday Duck Race.

St. Andrew's Church, Hoe – James Keith, queried how some funding was allocated to Worthing Church, £750.00. Dick Malt mentioned that a casting vote had been taken at the time. No casting vote was taken. Hoe Church did not receive any money and the question was asked, why was this? Graham Lewis replied that the Hall is owned by the Church and the resolution passed for £2K in October 2021, was ring fenced for one year.

One or two parishioners thought if a questionnaire was sent out to discover the views on donations, this might be a good idea. Celia Daniel reminded those present that the idea of a questionnaire was raised earlier in the meeting, and no one thought it was a good idea or wanted to get involved. A suggestion was made that formalising donations or gifts to our Churches might be worth doing.

Sue Malt reported for the Hall - there is a new Vicar, Rachel Dines and she starts on June 1st. On April 2nd, the national franchise The Repair Café will be visiting, and a qualified electrician Jane Winterbone will be on site dealing with any electrical repairs. The franchise has its own full public liability insurance cover. Other events at the hall to follow in due course. Dick Malt advised that the outside light has failed and was repaired/replaced in January at a cost of £62.99.

9) Any other URGENT business

a) Request Village roadside signage for Hoe, traffic issues

James Keith raised his concerns about vehicles travelling through Hoe which are too big and others speeding on these roads. Rose Cane mentioned that Worthing, along the Swanton Morley Road also experiences a great deal of traffic. Both villages have similar problems. James Keith put forward installing signage. This was discussed and costs could be in the region of £600.00 per sign for either village. Monitoring, gathering evidence, recording and research is needed before any further action is considered or taken by either the Parish, Breckland or NCC.

b) Request Dog Poo waste Bin for Hoe

People use a permissive path for dog walking and a local parishioner has found dog waste left by the common. The cost of having a bin totals £160 including delivery and VAT, plus an additional £45 for a post to put it on if that is needed (note old prices from Worthing bins.) Current cost could be around £250. Mike Mullins mentioned he holds a spare post from Worthing's previous purchase. Celia Daniel highlighted that Breckland and Highways would need to identify and approve the site if we were to go ahead with a purchase. Sue Malt thought a notice could be displayed and screwed onto post. No purchase required. Dick Malt to make and put up a notice for dog walkers attention.

The District and Parish Council Elections will take place on 4th May between 7.00 a.m. to 10.00 p.m.

The Village Hall in Hoe will be used from around 6.15 a.m. until 10.15 p.m. A fee of £350 has been submitted, to be paid by Breckland District Council for the use of the Hall. Contact details for the hall will be passed onto Breckland.

10) Date of next meeting

~~24th May 2023~~ PLEASE NOTE DATE CHANGE TO 17.05.2023 – AGM, St Margaret's Church, Worthing

* 30th August 2023 – Village Hall, Hoe

25th October 2023 – Finance etc. St Margaret's Church, Worthing

If starred * and sufficient agenda items necessary requiring urgent attention, meeting will be diaried, otherwise a newsletter only may be required to keep you advised.

11) Agenda items for next meeting:

Annual Elections

Annual Reports

Parish Clerk – to be finalised

Worthing Commemoration Plaque KCIII

Emergency Funding

Breckland Local Plan

There was no further business to discuss, the Chairman declared the meeting closed at 9.00 p.m. and thanked everyone for attending.

Signed **Celia Daniel**
Celia Daniel (Hoe & Worthing Chairman)

Date 10th May 2023