

HOCKWOLD-CUM-WILTON PARISH COUNCIL

Minutes of the Parish Council meeting held in the Village Hall, Main Street, Hockwold
on Tuesday 12th December 2023 at 7.30pm

Councillors of Hockwold cum Wilton Parish Council

Present: Cllr Randall, Cllr Royal, Cllr Morgan, Cllr Sismey, Cllr Newman, Cllr Green, Cllr Sullivan, Cllr Johns

Hilary R Cox, Clerk

Two members of the public

15 minute open forum

A parishioner queried where the council had intended the community orchard to be placed. The chairman relayed that it was just an initial survey to see if there was interest in such an initiative.

Members of the Press and Public are invited to voice their comments and concerns in the Open Forum. However, the law does not permit members of the public and press to take part in the debates. Hilary R Cox, Parish Clerk & RFO

- 320. **To receive and approve apologies for absence.** The clerk received apologies from Cllr Williams
- 321. **To receive any declarations of interest from Members & consider requests for dispensation** Cllr Newman declared an interest in Items 326 b.ii & 326 b.iii

Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Hockwold cum Wilton Parish Council Code of Conduct for Members and by the Localism Act 2011.

- 322. **To approve minutes of the Council meeting held 14th November 2023** Proposed to approve minutes by Cllr Newman. Seconded by Cllr Morgan. RESOLVED.
- a. **To approve minutes of the EXORD Council meeting held 20th November 2023** Proposed to approve minutes by Cllr Sullivan. Seconded by Cllr Johns. RESOLVED.

- 323. **Reports from:**
 - a. **RAF Lakenheath** - Squadron Leader Geary gave his apologies.
 - b. **Norfolk County Council & Borough WNKL Council, Cllr Martin Storey** – Cllr Storey gave his apologies.
 - c. **Chairman** -Nothing to report
 - d. **Clerk (APL)** The Action Point Log was distributed and discussed.

- 324. **Matters arising (for information only)**
 - a. To report progress on matters arising from previous minutes (not elsewhere on agenda)
Cllr Newman gave a report on her recent attendance of the “Treemendous Trees” course.

- 325. **To confirm receipt of NALC, CAN, POLICE and other correspondence** All Councillors present received their updates and correspondence. No queries.

- 326. **Planning Matters**
 - a. **To receive results & updates of outstanding applications**

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- i. 23/01830/F Hockwold cum Wilton - Gainsborough House 42 South Street Hockwold cum Wilton Thetford Norfolk IP26 4JG - Construction of a detached garage-**Application Permitted**-30 November 2023, Delegated Decision
- ii. 23/02001/PACU6 Hockwold cum Wilton - Martins Place 93 Main Street Hockwold cum Wilton - Thetford Norfolk IP26 4LN - Notification for Prior - Approval: Change of Use From Commercial, Business and Service to One Dwellinghouse (Schedule 2, Part 3, Class MA) - Removal of day nursery toilets and sinks and 1 internal stud wall back to the original layout as it was when it was a house. The removal of the toilets and sinks will be followed by installation of a shower, bath, toilet and sink upstairs and a shower, sink and toilet downstairs - **Application Withdrawn** - 30 November 2023 -Withdrawn Application

b. To receive new planning applications relevant to the village and make comment

- i. 23/01168/NMA_1 | NON-MATERIAL AMENDMENT TO PLANNING PERMISSION 23/01168/F: Two storey rear extension and front porch | 8 Pearces Close Hockwold cum Wilton Thetford Norfolk IP26 4LU The council had no comment on this application.
- ii. 23/01946/F | RETROSPECTIVE APPLICATION FOR; The provision of a track, at the southern end of our retained agricultural field, to provide access both to our land and to the two lots of arable land. | Land North of Lode Cottages Church Lane Hockwold cum Wilton Norfolk - The council discussed this application. Proposal to support the application with concerns over the safety when entering and exiting onto the bridleway. Proposed by Cllr Sismey. Seconded by Cllr Royal. Five votes in support. One vote to object. Two councillors abstained. The proposal to support passed.
- iii. 23/01089/CU | Mixed use agricultural grazing land and private dog training, and erection of fence | Land N of Lode Cottages And W of Lode House Church Lane Hockwold cum Wilton Norfolk - The council discussed this application in great detail. It was proposed to object to the application based on the following considerations. Proposed by Cllr Morgan. Seconded by Cllr Green. Agreed by all present.
 - Local Planning Policy and Development Plan: as laid out in both King's Lynn and West Norfolk Local Plan - Site Allocations & Development Management Policies (SADMP) 29 September 2016 & Local Plan Review Pre-Submission Stage dated 2021. (inset G35.4), this development is outside of the development boundary.
 - Traffic generation, Vehicular access, highways safety: The entrance of the access track onto Church Lane has poor visibility due to the vegetation to the north and south. The access entrance/exit is very near to the section of Church Lane that has limited visibility at the access point.
 - This section of Church Lane is currently designated as a bridleway and is therefore not appropriate as described in this application. { Countryside Act 1968}
 - The access road of the development runs in close proximity to a residential dwelling. Considerations to air quality and especially to noise disturbance should be made. The volume of noise from dogs in this location would be detrimental to the living quality for the neighbouring properties.
 - There is also a fence that did not meet regulatory requirements. The fence is unsightly and not in kind with the local landscape.

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- The application fails to demonstrate an overriding locational and appropriateness needed to be sited on this agricultural plot in the heart of a rural village, adjacent to countryside residential properties. The location where the development is proposed would increase additional, unsustainable traffic movements in the locality. Most importantly it would negatively affect the local environment and biodiversity. The development doesn't fit with the local surroundings in terms of use and design. The potential impact on road traffic, parking and general road safety, and the anticipated negative impacts on amenity, including nuisance, overlooking properties/ loss of privacy, and noise pollution, deem this plan inappropriate for this location. The council's local focus is on keeping agricultural lands and the rural landscape as such, as well as, protecting the green spaces within the parish.

iv. 23/00804/CU | Change of use from children's day nursery to residential dwelling. The property was originally a 6 bed house with attached 3 bed annex and it is proposed to return it to this | Martins Place 93 Main Street Hockwold cum Wilton Thetford Norfolk IP26 4LN - The council had no comment on this application.

327. To discuss Community Orchard initiative - This item to be moved forward to January's agenda to allow Cllr Williams to participate in the discussions.

328. To discuss new PC noticeboard – The clerk distributed information previously. The clerk informed the council of the need for a new noticeboard. The Village Hall had previously contacted the clerk to see if the council would be interested in a shared board. The background pricing from companies that could provide the board was shared with the PC. The clerk also shared the offer from one of the local companies to donate the noticeboard to the PC. The company would do this free of charge, with a small sign inscribed with 'Kindly donated by Five Fox'. The different options were discussed. It was proposed to accept the offer of the noticeboard. Two options were agreed upon. Option one with the VH, and option two without the VH. Proposed by Cllr Morgan.

Seconded by Cllr Sismey. Agreed by all present. Clerk tasked with contacting the Village Hall committee to offer the use of the shared board, and then move forward accordingly.

329. To discuss Neighbourhood Plan – the clerk distributed links to background information previously. The PC discussed the pros and cons, as well as the possible costs to the parish, and the manpower/time frame. It was proposed to not move on the Neighbourhood planning, but to leave it open if the council later think it would be of benefit. Proposed by Cllr Randall. Seconded by Cllr Sullivan. Agreed by all present.

330. To discuss emergency planning –The chairman gave a review of the previous investigations. At the Chairman's request the council heard from Barry Moss on emergency planning and its structure. It was agreed the clerk would put it on January's agenda. The council invited Mr Moss to speak on the subject at that time.

331. To adopt Communications Policy – Proposed to adopt with the grammatical corrections by Cllr Randall. Seconded by Cllr Royal. Agreed by all present.

332. To agree first consideration of biodiversity planning – Clerk distributed draft first considerations previously. It was proposed to approve by Cllr Morgan. Seconded by Cllr Royal. Agreed by all present

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333. To discuss councillor information for the Parish Council website – Chairman gave an example of her information for the PC website. All councillors to send information to the clerk.

334. To set a date for the Annual Parish Assembly and consider guest speaker - The date of the APA 2024 was confirmed as 12th March 2024. Cllr Newman was tasked with connecting with her contact at the Forestry Commission as a possible guest speaker for the APA.

335. Finance

a. To agree payment of December's invoices Proposed to approve BOA by Cllr Green. Seconded by Cllr Morgan. Agreed by all.

7 December 2023 (2023 - 2024)

**Hockwold cum Wilton Parish Council
PAYMENTS LIST**

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
80 Lighting Maintenance	12/12/2023		Current Account		Street Lighting Maintenance	K & M Lighting Services	S	82.56	16.51	99.07
81 Fees & Subscriptions	12/12/2023		Current Account		Reimbursement for zoom video	Zoom Video Communicatio	S	12.99	2.60	15.59
84 Office Costs	12/12/2023		Current Account		Office Supplies	Viking Office UK Limited	S	101.20	20.24	121.44
86 Audit Costs	12/12/2023		Current Account		External Audit	PKF Littlejohn LLP	S	210.00	42.00	252.00
71 Staff Costs	12/12/2023		Current Account	475PA010238632408	Employer National Insurance C	HMRC	Z	257.38		257.38
85 Equipment-street furniture-e	12/12/2023		Current Account		Street Furniture	Earth Anchors Ltd	S	731.11	146.22	877.33
79 Bus Shelter & Gateways	12/12/2023		Current Account		Bus Shelter and Gateways clea	1st Glass Window Cleaning	Z	105.00		105.00
87 Bus Shelter & Gateways	12/12/2023		Current Account		Bus Shelter and Gateways clea	1st Glass Window Cleaning	Z	25.00		25.00
83 Broadband & Phone	12/12/2023		Current Account		Office phone and internet	Hilary Cox	Z	26.00		26.00
88 Staff Costs	12/12/2023		Current Account		Wages	Hilary Cox	Z	1,789.40		1,789.40
82 Training	12/12/2023		Current Account		TRAINING COURSE	Norfolk Parish Training and S	Z	60.00		60.00
							Total	3,400.64	227.57	3,628.21

b. To consider a change to the agreed staff costs budget item, due to possible effect of Pension Scheme – This was a closed session due to the confidential nature of the item. Application to set up a Pension Scheme was agreed. Proposed by Cllr Randall. Seconded by Cllr Morgan. Agreed by all present.

336. Items for the next agenda

- Emergency Plan and guest speaker Mr Moss.
- Community Orchard
- Community Resources Leaflet

337. To confirm date and times of the Parish Council Meeting on 9th January 2023 starting at 7.30. Meetings take place in Hockwold Village Hall, Main Street IP264LW

Distribution:

One copy to each Councillor. Copies to Mr M Storey Norfolk County Councillor, & Cllr Lawrence District Councillors, Squadron Leader Geary RAF Lakenheath and one copy for the web-site.

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