

HONINGHAM PARISH COUNCIL

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Minutes of the Annual Parish Council meeting on  
Wednesday 10<sup>th</sup> July 2024,  
7:00pm at Honingham Village Hall

**Present:**

Stacey Bertram (Vice-Chair)	SB	Jules Dean	JD	Rebecca Holden	RHo
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**In Attendance:**

Fiona Johnston Clerk	FJ	Jim Freeman Galliford Try	JF	Members of the public	11
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**Apologies:**

Anthony Meynell Chair	AM	Cllr Greg Peck	GP	Cllr Peter Bulman	PB
Ryan Harvey	Rha				

No.	Detail	Action
1.	<b>To receive apologies for absence</b>	
1.1	Apologies were received from Cllr. Meynell, Cllr. Harvey, County Cllr. Greg Peck and District Cllr. Peter Bulman	
1.2	Cllr. Bertram assumed the role of Chair in the absence of Cllr. Meynell.	
2.	<b>To receive declarations of interest in items on the agenda and requests for dispensation</b>	
2.1	There were no declarations of interest and no requests for dispensation.	
3.	<b>To approve the minutes of the Parish Council meeting dated 29<sup>th</sup> May 2024</b>	
3.1	The minutes of the meeting held on 29 <sup>th</sup> May 2024 were considered and approved. The minutes were signed by the Cllr. Bertram.	
4.	<b>To report on progress of matters arising – information only</b>	
4.1	Taverham Road – Norfolk County Council have produced a signage scheme to address concerns of residents, and a meeting has been arranged between Highways and Taverham Road residents on July 22 <sup>nd</sup> to walk the road covered by the signs. The new white 'Village Gates' will read Honingham (Taverham Road).	
4.2	The weeds around the shrine have been treated.	
4.3	The Village Hall Committee confirmed quotes had been obtained for the acoustics at the Village Hall.	
5.	<b>To welcome Jim Freeman, Stakeholder Manager, A47, Galliford Try</b>	
5.1	Mr Freeman apologised for the pre-election black out regarding communications and updated those present to the revised timetable of works. Following the challenge to the Supreme Court being refused, a notice to proceed has been issued and works are expected to begin in January 2025. In the meantime, there will be preconstruction activities and clearance will start in October. Cllr. Bertram thanked Mr. Freeman for being so accessible. This was echoed by a	

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	representative of the Taverham Road residents who appreciated Mr. Freeman's openness in delivering information.	
6.	<b>To receive reports from District and County Councillors</b>	
6.1	Cllr. Peck filed a report, this was read by Cllr. Bertram.	
7.	<b>Finance</b>	
7.1	Payments were approved for payment on 12.07.24 for the following:-	
7.1.1	Fiona Johnston – Overtime & Expenses May 2024 (O/T from end year/audit, Travel & Play Area signage)	£249.29
7.1.2	E.G. Grounds Care – Annual contract approved Apr 24 meeting Inv. 471	£150.00
7.1.3	E.G. Grounds Care – Annual contract approved Apr 24 meeting Inv. 496	£150.00
7.1.4	Fiona Johnston – Basic Salary June 2024 (Paid 07.07.24)	£305.80
7.1.5	David Bracey – Playground Inspection June 24	£120.00
7.1.6	HMRC – Quarter 1, Employee contribution.	£274.80
7.2	Councillors considered the bank reconciliations for May 2024 and June 2024; no concerns were raised.	
8.	<b>To receive an update re progress of the development of the Village Green and agree any actions required</b>	
8.1	Councillors confirmed plans to start on the 4 <sup>th</sup> Quadrant of 'The Village Green', previously agreed (as per the parishioners' survey in August 2023) as a Reflective Garden space. Councillors had a brief discussion about how the quadrants could be 'joined together' – ideas included pathways and a pergola. Mr Freeman suggested he would be able to assist with either of these ideas. <b>Action – For discussion at the meeting in September 2024.</b>	Clerk
9.	<b>To consider the Annual Play Area Safety Inspection report</b>	
9.1	Cllr. Bertram summarised the report. It was noted the risk scores for the equipment items had been classed as either very low, low or medium risks and it was agreed to prioritise these for remedy. <b>Action</b>	Clerk
10.	<b>To consider a response to the following planning applications:</b>	
10.1	FUL/2024/0022 – No objections.	
10.2	Application 2024/1728 – No objections	
11.	<b>Opportunity for Public Participation</b>	
11.1.	A parishioner requested the grass on the verges leading out of the village be attended to – parishioners were reminded to contact Highways directly.	
11.2	Councillors noted all 3 latches on the play area gates had broken. It was thought this was due to gates being pushed rather than pulled. <b>Action - Agreed to replace the latches and to purchase directional signage.</b>	Cllr. Bertram
11.3	A parishioner raised the issue of a metal object sticking out of the ground close to the bus stop. <b>Action - Agreed to investigate.</b>	Cllr. Bertram
12.	<b>To receive an update on correspondence received and to discuss / agree any required responses</b>	
12.1	NCC – Notification of Roadside Nature Reserve Designation - Noted	

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12.2	Help Create Mindful Towns and Villages – Free Mental Health Training – Noted and dismissed.	
12.3	Casual Vacancy in the office of Parish Councillor – following resignation of Anna Boswell.	
12.4	Parish Partnership Scheme Initiative 2025/26 - Noted	Clerk
12.5	Town & Parish Meeting Agenda – 9 <sup>th</sup> July – Noted.	
12.6	Broadland & South Norfolk Design Code, online workshop for Parish Councils – Noted and agreed to park.	
12.7	Raising Awareness Himalayan Balsam – Noted.	
12.8	Update regarding next meeting of the LLG – Noted.	
12.9	Bleed bags for your parish – Councillors considered the request from ‘The Joe Dix Foundation’ and acknowledged their support to the ethos behind the request. Councillors, however, agreed the local demographic would not support purchase of a ‘bleed bag’ at this time.	
13.	<b>To confirm the details of the next meeting.</b>	
13.1	The date of the next Parish Council meeting was confirmed as <b>Wednesday 11<sup>th</sup> September 2024 at 7:00pm</b> at The Village Hall.	
14.	<b>To pass a resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude members of the press and public for the following confidential items.</b>	
14.1	To consider the appointment and terms of the clerk – Councillors discussed and unanimously agreed terms for the new clerk.	

The open meeting closed at 19:40

Councillors concluded the meeting at 20:18

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