

HORSFORD PARISH COUNCIL

Minutes of the meeting held on Monday 5th December 2022 at 7.15 pm in the Village Hall

Present: Andrew McClure
Katrina Johnson
Joanne Keeler
Angela Makinson
Virginia Sokalsky

Horse and rider safety on Haveringland Road: there are two Livery Yards on this road. A representative of the riders and Livery Yards attended and highlighted the safety issues on this road: the speed limit is 60mph; it is poorly lit; and recently the '*Horse and Rider*' signs have been removed and replaced with Pedestrian signs. There is also a potential hazard to cyclists and pedestrians in this area with the current speed limit. The County Councillor agreed to speak with the Highways Manager to seek measures to reinforce the safety issues for all road users.

1. **Police Report**

Figures for October 2022 are not yet available

2. **County Councillor Report:**

- **Fence on Dog Lane by bungalow development:** further comments from residents on the hazard created by the fence being so close to the road. The issue will be escalated.
- **Pavements on Angela Road/Close:** these are in a very poor condition and will be inspected with a view to repairs being scheduled on the maintenance programme

3. **District Councillor Reports**

- **ID at Polling Stations:** ID other than the Polling Card is now required
- **Recent BDC survey:** a good response was received to this survey seeking the views on what residents perceived as good or inadequate service within the area
- **Pavement Etiquette:** the Horsford Rainbows have made suggestions to ensure the safety of all pedestrians and cyclists on the pavements
- **First Bus:** the service is wholly inadequate with several buses not turning up at all causing inconvenience to commuters
- **Solar Farm:** comments have been received on the initial pre-application Briefing Note

4. **Planning Committee**

20221778: Grenville Court. Siting of temporary staff accommodation cabins

The application will be 'Called In'. It comprises four twin sleeping pods and one dining pod and designed for staff working shifts who live out of the area and cannot get to work on time for those who use public transport. However, it was noted that there are B&B establishments close by; what are the proposals at the end of the temporary 2-year period? Suggested a condition of any application should be the complete removal of the pods at the end of the 2-year period.

5. **Apologies**

Were received from C Brown, K Clarke and R Marsden

6. **Declarations of Interest**

Members of the Village Hall Mngt Committee for payments from the Parish Council to the Committee for upkeep/maintenance.

7. **Minutes of the Meeting held on 7th November**

The Minutes were confirmed as a true record of the meeting and approved unanimously.

8. **Village Hall Management Committee**

Fire doors: a number of design issues have been raised with the contractor which are being resolved before making the final payment.

Lights on the MUGA: the lights are on a time, between 4.00-6.00pm, seven days a week. The cost is deemed to be acceptable and will continue throughout the winter.

Decorating Quote: this was incorrectly presented; a revised Quote is expecting shortly for consideration.

9. **BAP Update including Highways issues**

Neighbourhood Plan: a new proposal from the consultant Oneil Homer has been received with work scheduled to the end of 2023 with more detailed options to consider, as below. BAP are scheduling a second meeting each month to do the work required. Costs have yet to be provided but noted that the total cost is likely to be in the region of £26K. Costs associated with the public consultation and referendum will be in addition.

- Relevant changes to the National Planning Policy Framework will be considered for inclusion in the new Plan
- Suggestion to embed the Transport Policy within appropriate areas of the new Plan
- The Greater Norwich Local Plan, which is still to be finally approved, reclassifies Horsford as a village in a cluster with Felthorpe and Haveringland, although Horsford has seen most development over recent years. Currently, Horsford is classified as a service village which makes it more vulnerable to further large development. Whatever the outcome of the GNLP it is suggested that the refreshed Plan should seek to cater for both options
- Design Codes will be included in the new Plan.

Funding: the application for Locality funding has been delayed but and if it is granted, will only be for the period January-March 2023. Whilst a grant of £10k is available plus £8k for technical support from Locality, the project would not be able to utilise £10k by end March 2023. It was highlighted that such funding assumes a maximum consultant rate of £550 per day whereas Oneil Homer charge £650 per day. HPC would be required to make up any shortfall. It is unknown what funding offerings Locality will have for their next financial year. BDC have funding available up to £6K per application.

HPC agreed to fund £2,200 yet invoices have been received totalling £5,615.89 for the preliminary costs. It was agreed that the current invoices will be covered by HPC which will see the Reserve fund used. Oneil Homer have been instructed not to carry out any further work until the outcome of the funding applications is known.

10. **Finance: accounts for payment**

SSE Electricity	Streetlighting (DD)	£150.64
Ionos	Monthly email sub (DD)	£2.40
Village Hall Mngt Cttee	Bi-annual maintenance	£5,982.25
Barclaycard	Office Supplies	£128.15
Williamson Sheds	Allotment Maintenance	£1,487.00
Village Hall Mngt	Hire of Room	£80.00
TT Jones	Streetlight repairs and replacement	£4,842.00
Wave	Water for Allotments	£86.29
Derek Jacks	Sand and Sandbags	£117.00
Garys Window Cleaning	Cleaning of Bus Shelters	£297.00
Public Pits Charity	Annual rent	£169.53
TOTAL		£13,342.26

The above accounts were unanimously agreed for payment.

- a. **HMRC Correspondence:** new regulations have been introduced for the maintenance of PAYE records, but many Parish Councils are unaware of the new requirements and being fined for non-compliance. An appeal will be lodged for the fine received.
- b. **Quote for tree work on Pits:** quote for work on three of the Pits is acceptable; the fourth quote is for over £5K so will require three quotations

11. **Projects: evaluation process for quotes and process for sign-off**

For inclusion on January agenda, with proposed Purchase Orders

12. **Clerk and Councillor Reports**

- For inclusion in the January agenda: Ionos contract

13. **Questions from the Public**

No further issues were raised.

14. **Dates of Future Meetings: to be held in the Village Hall Committee Room unless otherwise stated, commencing at 7.15pm**

Tuesday 3rd January 2023

Monday 6th February

Monday 6th March

The meeting ended at 8.45 pm