

# HORSFORD PARISH COUNCIL

Minutes of the meeting held on Monday 6th February 2023  
at 7.00 pm in the Village Hall

Present: Chris Brown  
Kathy Clarke  
Andrew McClure  
Katrina Johnson  
Joanne Keeler  
Angela Makinson

## 1. Police Report

PC Sam Hales, the new additional beat manager for the area, attended the meeting – he outlined how he will be working with PC Matt Hill across the area, including Horsford. SNAP meetings are held quarterly with the Sergeant

- a. Green Lane and Mill Land anti-social behavior being monitored
- b. Police have spent 2 days at Horsford Infant School talking to children
- c. Attending OUTPOST on 23rd Feb, 6-8pm  
Police Drop In Clinic in the Village Hall, Sat Feb 11<sup>th</sup>, 6-8 pm

## 2. County Councillor Report

- a. 20MPH Limit – Flagcutters Way (previously noted at Green Lane)  
PC Hales advised 20mph limits are generally enforced using traffic calming i.e speed humps, etc  
HPC Councillors stated they have not requested all of Holt Road be made a 20mph limit
- b. Highways (20/01) – The Shrublands – Surface Dressing, chippings have come loose due to the current cold spell. The sites to all be swept shortly
- c. Bollard at Church/Holt Road intersection has been hit – NCC Highways have made the bollard safe and are ordering a new Keep Left Post/Bollard ~~in~~ which will take a few weeks but there will be a temp sign left on site until completed
- d. School Lane – sign and information re bollards. Cllr Adams advised a sign could be erected on NCC Highways property but would need approval from Broadland District Council.

## 3. District Councillor's Report

- a. First Bus Service – Cllrs ~~Lisa~~ Starling and ~~Tony~~ Adams are meeting with First Bus on 16<sup>th</sup> February to discuss the poor service.
- b. Traveller Prospective Site (also 12E) -Application has been withdrawn
- c. Pavements - Pavements on Holt Rd leading up to Flag Cutters Way – Mud and leaves
- d. Problem with poo bags - a sign has been erected but the problem continues. ~~Lisa~~ Cllr Starling and PC Hill are meeting to discuss
- e. Saplings on Horsbeck Way are being monitored
- f. Drain Cover on Holt Road, intersection with Gordon Godfrey - 10 days remain for this to be repaired

#### 4. Planning Committee

There were no comments to make on the following Planning Applications

Willow Barn, Dog Lane, Horsford, NR10 3DH – 20222009

Norwich Airport, Amsterdam Way, NR6 6JA – 21/01196/0

Broadland Enterprise Park, Land off A140, Cromer Rd, NR10 3JF – 20230094

The Nest – 20230133

The only concern related to the proximity of the floodlights to the airport but this was dealt with in Sports Lighting Statement.

40 Units 3-5 Holt Rd 20230132

No comment (this is an extension to 1 unit)

Larkrise – 20230183 (was 20200187)

HPC objected to this PA. AM to provide AC with comments to post on Broadland Planning Application website.

#### 5. Apologies

Apologies received from Virginia Sokalsky, Cllr Dave Thomas

#### 6. Declarations of Interest

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

#### 7. Minutes of the Meeting held 3<sup>rd</sup> January 2023

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

#### 8. Village Hall Management Committee

Nothing to report

#### 9. BAP Update

##### a. HNP Refresh

Funding – It was noted that Locality funding for January-March of £5915 had been approved and received.

It was agreed that the consultants would align their invoicing schedule with the grant requirements and the full 10.5 days would be committed to the NHP refresh.

The BDC funding Application would now be submitted.

Support Packages - It was noted that the support packages from AECOM (on behalf of Locality) had been applied for.

Call for Sites – a draft letter to Landowners was approved and it was noted that it included a reference to recreational land.

Review of existing Policies – This was currently taking place with O’NeillHomer (ONH). Everyone on the team has a policy allocated to them from the existing HNP and these will be revised, retained or deleted. ONH will rewrite those to be revised or retained for our review.

Communications Strategy for the HNP Refresh – The front cover of February’s Horsford News shows the announcement of the village consultation for the HNP refresh on 20 May 2023. The team will also be consulting with interested stakeholders.

b. Horsford Transport Masterplan (HTP)

The intention is to embed the HTP within the HNP Refresh to give it the same policy and legal status as the NP and to include the road safety measures proposed by Royal HaskoningDHV once they have been agreed by HPC.

c. Village Hall Sign – a quote to refurbish has been received. There had been discussion re moving it to a more visible site on the Brewers Lane roundabout as it is currently obscured by overhanging trees. The Chair asked if the trees could be trimmed to improve visibility. The matter is ongoing.

## 10. Finance : Accounts for Payment

SSE Electricity	Streetlighting (DD)	£170.69
Village Hall Man Comm (129)	Village Hall Hire	£40.00
Data Protection Fee (128)	Annual Data Protection Fee	£40.00
Zak Branch (127)	Tree Services	£1920.00
Royal Haskoning (131)	Transport Project	£6834.66
Ashford ((133)	HVH - Garden Maintenance	£705.94
Blockbuster Drain Services (132)	HVH – Blocked Drains	£126.00
<b>TOTAL</b>		<b>£9837.29</b>

Purchase Orders have been instituted.

The Finance Meeting 17/02/23 to be postponed

The Highways Reserve to be renamed to Transport Project

## 11. Projects

## 12. Clerks & Councillor Reports

- a. Parish Clerk Vacancy – to be discussed at a separate HPC closed meeting
- b. Internal Auditor Vacancy – J Graves approved (AC to advise)
- c. Corner Lane – proposed work, UK Power Networks – site meeting 01/02/23  
It has been agreed a new substation behind the HPC shed can be erected. It was agreed a lease amount of £500 p.a. to be levied, plus UK PN pay legal fees. In addition a key safe required for access
- d. Brundell Meeting Notes re Large Projects, to discuss when VS in attendance

- e. Corner Lane – Colliers (for B Day) clean up required I can't remember what B Day means? It should be in full. Jo Keeler to get quotes for 2/3 skips

### 13. Correspondence

- a. Funding Request – Horsford Warm Spaces (~~M~~ Rev McPhee)  
HPC does not have the budget to provide funding in this instance but would listen to Rev McPhee ideas – AC to advise
- b. Coronation Weekend – (~~M~~ Rev McPhee)  
HPC do not have any celebration events planned – AC to advise
- c. Horsford Cricket Club funding (M Lincoln - 23/01)  
AMcC to follow up and discuss with Mr Lincoln and provide feedback to HPC
- d. Allotment – an additional person to be added to the waiting list.

### 14. Questions from the Public –

### 15. Dates of Future Meetings : to commence at 7:00 pm in the Committee Room, Village Hall

- a. Monday 6th March 2023
- b. Monday 3rd April 2023
- c. Tuesday 2nd May 2023 to include the Annual Parish Council Meeting