

# HORSFORD PARISH COUNCIL

## Minutes of the meeting held on Monday 4<sup>th</sup> January 2021 at 7.15 pm, via ZOOM

**Present:** Chris Brown, Chairman  
Gary Branch  
Kathryn Clarke  
Derek Jacks  
Katrina Johnson  
Joanne Keeler  
Sandra Lumbard  
Angela Makinson  
Adrian Scott  
Deborah Scott  
Virginia Sokalsky

Tony Adams, County Councillor

### Action

**1. Public Discussion**

No issues were raised.

**2. Police Report**

16 crimes have been reported for November, the latest information available.

**3. County Council Report**

Due to the Christmas holiday period there is little to report. The white gates have been installed at both ends of the village, but disappointment was noted that the signage is significantly smaller than expected and the gates themselves are quite narrow. The refuge outside the Cripps development has yet to be repaired.

*Subsequent to the meeting Highways confirmed that the width of verge available at the south gates caused a restriction so the overall size of the gates had to be reduced. Signage will be improved on these gates. The north set are located near the large sign for the roundabout so changes cannot be made to these. Markings will be placed at the relevant locations once the gritting season comes to a close.*

**Flooding on 23<sup>rd</sup> December:** also reported by District Councillors: a number of houses were flooded on Coltsfoot Road following exceptional rainfall. It was confirmed by Highways that although a drainage scheme was suggested for Dog Lane this is unlikely to be given high priority as the road is a dead end. Suggested that the recent flooding should see a re-prioritising of the proposed works.

**4. District Council Report**

Anglian Water cleared sewage that flooded from drains onto Church Street. Drains by Pinelands also overflowed. BDC Emergency telephone calls from residents went unanswered and this has been raised with the Call Centre. Broadland County Park is the name allocated to the Houghen Plantation and will remain.

5. **Planning**  
**2020 2296: 43 Pimpernel Road. 2-storey rear extension**  
 Loss of privacy, due to reduction in size of the garden, to houses that back onto the rear of this property. All in agreement comments to be submitted.
6. **Apologies**  
 Were received from D Thomas and L Starling, District Councillors
7. **Declarations of Interest**  
 Members of the Village Hall Mngt Committee for payments to the Committee for upkeep/maintenance.
8. **Minutes of the meeting held on 7<sup>th</sup> December**  
 Were confirmed as a true record of the meeting and approved unanimously.
9. **Reports on matters not covered by the Agenda**  
 No issues were raised.
10. **Village Hall Management Committee**  
**Toilet Block:** work will commence on 25<sup>th</sup> January. VAT can be reclaimed as this is a new build but invoices should be made out to Horsford Parish Council and will be paid from CIL funds. JK and GB will liaise with builders prior to commencement of works; the builders will be accessing the Hall so a programme of cleaning in line with Covid regulations is required. **JK/GB**  
  
**Replacement Play Equipment and two bins:** total cost £56,959.40 plus VAT. Again, will be paid from CIL funds. Agreed  
  
**Defibrillator at Village Hall:** suggested this to be placed in the Foyer entrance of the Committee Room for use when the Hall is open. There is one other defib outside the Co-op. However, the emergency services provide a code to unlock the defib when it is required; clarification is needed that this proposed defib will not cause confusion and delay in an emergency. **JK**  
  
 Cost to supply, from CIL funds, is £1,7981.99 including VAT and delivery. Agreed in principle subject to clarification as above.
11. **Highway Issues within Horsford**  
 A paper was presented with suggestions for the appointment of an independent engineer to survey the roads within Horsford, in particular, Holt Road. Costs are currently being sought. The refuge by the Cripps development has received vehicular damage, giving rise to concerns for pedestrian safety in this area. The costs involved in an independent survey may be significant and following discussion agreed to await the briefing paper from Highways on details regarding the technical requirements that must be met for delivery of these facilities. **AM/KJ**  
  
 A draft questionnaire to be delivered to all households in Horsford was presented which seeks resident comments on traffic issues they wish to see prioritized. Agreed to await further information from Highways and independent engineer costs for discussion at February meeting.
12. **Correspondence**  
**Flooding on Coltsfoot Road:** a number of houses were flooded during the heavy rainfall on 23 December. Not clear who owns the land through which the Beck flows

but appears little or no maintenance has been undertaken for many years. Following the development on the Cripps site rainwater has nowhere else to travel except the Beck, thus possibly creating an on-going issue each winter. Drains within the area were totally inadequate to deal with the volume of water. Fire Bridge attended some of the flooded properties.

DJ offered to contact the Environment Agency to provide tour of the area and highlight the issues although which organization would have the budget for such an operation is unclear. Suggested homeowners may wish to keep 'flood sacks' available, or the Housing Association provide, for future use. The stretch of water by the playarea should be considered for fencing as a safety precaution. **DJ**

**Parish Partnership Bids:** two bids were submitted, after deadline, but will still be considered. Response to be received by end March.

**Manhole Covers on Holt Road:** these have been reported to Highways as urgent.

**HPC Planning Policy:** Zoom meeting to be held on 8<sup>th</sup> January with two councillors and Planning Officers to discuss

**Official opening of Horsford Play Areas:** Broadland News have asked to take a photograph of the young person who raised a petition for new play area equipment in Park View which resulted in the joint project with HPC and BDC to upgrade all three play areas including Becksides and Coltsfoot. The Chairman said he would contact the parents to seek their agreement. **CB**

**Kingfisher Meadows:**

- the streetlights for which HPC is the lighting authority have been provided on Rowan Crescent and Beech Grove, a total of 8 lights. No dates have been suggested by DWH for handover
- the bus shelter has not been provided as yet. Agreed that the installation should wait until the bus company have agreed the route whilst the design should protect waiting passengers from being splashed by vehicles. Clerk to inform Highways/DWH

**Clerk**

**13. Finance: Accounts for Payment**

SSE	Footway Lighting	£133.60 (DD)
Broadland District Council	Annual Litter and Doggy Bin emptying charge	£561.60
Parish Councillor	Expenses	£21.75
Village Hall Mngt Cttee	Defibrillator for Village Hall	£1,781.99
Village Hall Mngt Cttee	Annual Play Equipment Inspection	£180.00
Carl Grant	IT works associated with new Apple MacBook	£122.50
TT Jones Ltd	Streetlighting: Quarterly Maintenance	£572.47
Broadland District Council	Litter bin for Coltsfoot Road playarea. (plus annual emptying £187.20)	£200.00
Information Commissioner	Annual Subscription	£40.00
Owen Newman	Replacement Signs	£18.00
Horsford Helpers	Donation from resident	£50.00

**Agreed:** all the above payments to be approved

**14. Clerk and Councillor Reports**

- **Noticeboard on Mill Lane:** this is now damaged beyond repair. Replacement costs to be obtained.
- **Parish Council FaceBook:** A Scott will update this going forward
- **Playareas during Lockdown:** no guidelines appear to have been issued for these community areas
- **Rubbish in trees:** has been reported as flytipping but no response as yet from BDC
- **Letter to GP Surgery:** waiting until mid-January for response then, if required, escalate to NHS England
- **Parking on Green Lane:** residents have placed signs requested people do not park in this area; the verges are being churned up and parked vehicles are restricting access by residents and emergency vehicles.

**Clerk**

**AS**

**15. Questions from the Public**

No questions were raised.

**16. Dates of future meetings: to commence at 7.15 pm via ZOOM until further notice**

- Monday 1<sup>st</sup> February
- Monday 1<sup>st</sup> March
- Monday 6<sup>th</sup> April

The meeting ended at 8.45pm