

HORSFORD PARISH COUNCIL

Minutes of the meeting held on Monday 5th July 2021 at 8.15 pm in the Village Hall

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

Action

Public Discussion: Mr P Cornwell attended and has wide experience as a British Cycling coach and Road Safety Officer at NCC, promoting cycling for pleasure/work in local areas. Currently volunteering at the Broadland Country Park he is assisting in the development of safe children and family cycle trails; also in helping to develop circular routes connecting green spaces and places of interest.

As part of this initiative the group is seeking to provide cycling activities and support to families and individuals in Horsford & Felthorpe, such as bike fixing, learn to ride / cycle proficiency (for adults too), and family rides / activities and to include Horsford Primary.

Suggested that Mr Cornwell attend a BAP meeting to feed into the current project/s under consideration.

1. **Police Report:** 26 incidents reported for May: 11 for violence; 4 public order, 11 Other
2. **County Councillor Report:** following a meeting on site with the Highways Manager the County Councillor reported the intention to remove the barriers to the footpath behind the Village Hall. The last report was that new barriers had been ordered and would be installed shortly but following a resident raising the issue of mobility vehicles manoeuvring around the barriers Highways have reconsidered. However, the possibility of accidents involving motorbikes using the footpath was raised and the NCC proposal deemed to be too dangerous. A more suitable solution would be to move one of the barriers several centimetres/inches to better facilitate the easier movement of mobility vehicles. TA to report to the Highways Manager.

TA

White Gates: Entering the village 'Please drive slowly', whilst leaving 'Thank you for driving carefully in Horsford'.

Road outside 125 Holt Road there is a significant dip in the road which it is proposed will be rectified by surface dressing.

3. **District Councillor Reports**
WellBeing Committee: held in June to promote the Help Hub available from BDC. Open weekdays and provides advice and support on a wide range of issues both personal, domestic and professional.

Greater Norwich Local Plan: this was voted through but by a narrow margin; concern was raised at the significant number of caveats included within the Plan that may prevent complete delivery together with the accelerated timelines.
4. **Planning Committee:** No new applications have been received for consideration. Full permission has been granted to the following:
 - 20210803: 5 Lilac Close: single-storey front extension
 - APP/K2610/W/20/3260003: 47 dwellings at Land at Holt Road; AM and KJ attended the on-line appeal for the above and reported that BDC planning officers appeared ill prepared to answer the range of questions put to them. Agreed a letter to Director of Planning at BDC seeking clarification on the aims and outcome of the Appeal.
 - 20191426: Construction of Holiday and Leisure Park comprising an additional 101 holiday units and associated infrastructure works in Haveringland: eight neighbouring Town and Parish Councils/Meetings have objected to this application and BDC Planning Committee have been recommended to refuse. A decision will be made w/c 12th July at which a joint statement on submitted objections will be presented, in particular with regard to the traffic and Highways issues
5. **Apologies**
 Were received from S Lumbard
6. **Declarations of Interest**
 Members of the Village Hall Mngt Committee for payments to the Committee for upkeep/maintenance.
7. **Minutes of the Meeting held on 7th June**
 Were confirmed as a true record of the meeting and approved unanimously.
8. **Reports on matters not covered by the Agenda**
 Plant a tree for the Jubilee in 2022: agreed to take up the offer from the church to plant a tree in the churchyard; the siting and species to be the decision of the church.
9. **Village Hall Management Committee**
 A proposal to purchase 6 picnic tables for the recreation ground to be presented to August meeting.
Play Equipment: project is on time and equipment well used
10. **BAP update**
Tree Warden: hope to meet with the Warden shortly
RB3 footpath: work will commence on 15th July and end on 23rd during which time the footpath will be closed
The Pits: 8 benches in total have been installed; Japanese Knotweed will be spray/removed in August
Outpost: numbers are increasing with some of the young people bringing their bikes to undertake repairs.

11. **Highway issues within Horsford**

Analysis of the raw data from the Traffic Survey has commenced and will be in the Horsford News and presented to the next HPC meeting. A total of 610 replies were received, approximately 25% of the leaflets sent out.

12. **HPC Grant Group:** meet with the CIL and S106 officers via Zoom. BDC are adopting a different approach going forward to the restrictions within these agreements by consulting with Parish Councils in the first instance to ascertain the facilities and amenities that are required within communities to ensure funding is accurately directed. Whilst 'playing fields' and 'allotments' are often included within Agreements, in reality land supply for these facilities is very low and could result in funds not being spent within the prescribed timescale, risking a demand for return of funds by developers.

Monthly updates will be provided to both BAP and HPC but, in order to simplify membership of groups/committees, it was agreed that the current Finance committee will be extended so any or all members of that committee can attend the meetings with BDC. The proposed Responsible Financial Officer to also attend.

13. **Allotments**

Income and Expenditure: the average annual charge for an allotment in Horsford is £13.50 excluding the very large plots on Church Field. Annual charge includes water and maintenance such as skips and hedge trimming. Expenditure of £1,200 for annual rent of Church Field. Overall Income for 2020/21 was £1284; expenditure £3,084.

Comparison with neighbouring facilities as follows:

- i. annual charge for 20m x 10m plot is £41.25 with water charged in arrears.
- ii. annual charge is £46.25 for 125 sq metre plot

All in agreement that Horsford Allotment annual should be increased by £10 per annum for the next four years to ensure that expenditure does not exceed income.

Date of Best Kept Allotment: 25th July, to commence at 10.00am

Overgrown Allotments: letter sent requesting that overgrown allotments be returned to a cultivated and tidy state by 20th July.

Church Field: awaiting terms of new Lease from the Agent; current Lease expires in September 2021

Corner Lane:

- complaints from neighbours that the hedge is growing into their gardens. Agreed to the annual cutting
- the allotment holders have requested a lawnmower to enable them to undertake the cutting of verges and paths within the Allotments. Cost £429. Discussion around whether a cutting or mulching mower would be most appropriate. Agreed in principle to purchase a mower up to £500 following discussion with a rep from the Allotments with regard to safe storage and maintenance of this community asset

Clerk

14. **Correspondence**

- **Parish Partnership:** NCC is again seeking requests for projects. SAM2 or speed camera. Recent Community Speed teams resulted in a small number of motorists exceeding the limit
- **AGAR:** final accounts have been submitted to the External Auditor and confirmation that they have all the required information to undertake the Medium Review Audit.

15. **Finance: accounts for payment**

SSE	Footway Lighting	£129.41 (DD)
Parish Councillor	Expenses	£28.78
Ashfords	Half Yearly Maintenance	£756.00
Parish Clerk	Salary, Expenses & HMRC	£2,668.49
Harrier County Signs	Waymarker posts for RB3 footpath	£279.00
T T Jones	Half Yearly Maintenance	£581.05
	Total	£4,442.73

The above accounts were unanimously agreed for payment.

S106 payment; is due now from the Barrett David Wilson Homes development, totalling £310,975.03. Agreed to accept the payment later in 2021 thereby extending the 5 year 'clawback' period if that were to be required.

16. **Appointment of Responsible Financial Officer (RFO)**

The draft advertisement was agreed, with working hours to be up to six per week initially but to be reviewed regularly. To be advertised on the NALC website, noticeboards and Horsford News.

17. **Clerk and Councillor Reports**

- A resident has offered to provide lily and daffodil bulbs in the Autumn for planting.
- Roundabout at Kingfisher Meadow: current responsibility for maintenance to be confirmed – BDC or BDW Homes **JK**
- Request for contract emptying of Litter Bin on Coltsfoot Playarea has been submitted to BDC
- Noticeboards: receipt of new one for Mill Lane is delayed until August. Two further noticeboards are required, for Green Lane and by bus stop opposite Cripps development **AS**
- the issue of having Parish Councillor home address on the BDC website yet having opted have that information removed from the Electoral Roll. BDC will not remove the address as it is a pecuniary interest.

18. **Questions from the Public**

None were raised.

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

Monday 2nd August
Monday 6th September
Monday 4th October

The meeting ended at 10.00 pm

