

# HORSFORD PARISH COUNCIL MINUTES

Date of Meeting: August 3<sup>rd</sup>, 2020 (via Zoom)

Present: Chris Brown (Chairman)      Adrian Scott      Joanne Keeler  
         Kathryn Clarke                      Derek Jacks           Angela Makinson  
         Katrina Johnson                     Sandra Lumbard       Deborah Scott  
         Virginia Sokalsky

Apologies: Gary Branch                      Dave Thomas (BDC)

Public Discussion: Rev.McPhee said that the Horsford Helpers Group had been in contact with the Trussell Trust to discuss a more formal arrangement for the distribution of aid during the pandemic. This was broadly supported by the Council and any formal help from the Council would be discussed when a properly constituted body had been established.

- a) **Police Report** The website indicated 30 recorded incidents in June.
- b) **County Council Report** Cllr.Adams reported that no funds had been obtained for cycleway improvements in the area but further bids were in the pipeline. The white gates to be erected at each end of Holt Road should be in place by the end of August. Traffic light issues on Crown Hill had been addressed but he was asked to see if the need for 3-way control could be reviewed.
- c) **Broadland DC Report** Cllr.Starling said that the fly problem at the north end of the village had been identified by BDC Environmental Protection and that the farm had acknowledged the problem and were doing everything possible to deal with it.
- d) **Planning** No objection was raised to the subdivision of the plot at 5 Green Park Road but concern was expressed at the indicative design of the proposed dwelling in respect of the rendering and the proposed colour of frames and windows. On site parking would be very limited and the planning authorities attention should be drawn to the objectives 4 and 6 and policies HBE3 and TRA3 in the Horsford Neighbourhood Plan.
- e) **Allotments** One plot had been let at Corner Lane and another was being offered to a resident on the waiting list.
- f) **Full Council**
  1. **Apologies** were noted as above
  2. **Declarations of Interest** were recorded from Chris Brown, Angela Makinson, Joanne Keeler and Derek Jacks as HVHMC members.
  3. **Minutes** of the July meeting were confirmed.
  4. **Reports** None
  5. **Clerk Vacancy** Interviews had been arranged for the 5<sup>th</sup>. and 6<sup>th</sup>. of August and the sub-committee of Chris Brown, Adrian Scott and Angela Makinson was given the delegated authority to make an appointment of a suitable candidate.
  6. **Toilet Project** Various minor amendments had been suggested for fittings and any further adjustments to comply with Covid19 regulations would be incorporated. Gary Branch assisted by Joanne Keeler would oversee the project on behalf of the Council and liaise with the builder.
  7. **Action Plan Working Group** Feasibility studies were being carried out on various aspects of the play area including surfacing, replacement equipment and fencing. Outpost had resumed outdoors for one afternoon. Land registry searches had been made to establish ownership of land that could potentially be purchased by the

Council. Virginia Sokalsky had developed a map indicating cycle routes for publication in Horsford news, the website and notice-boards.

8. **Norfolk ALC** The Clerk had established that the cost of rejoining would be £408.96 which would increase by £236 in a full year due to the national NALC levy being applied. It was resolved to rejoin the association.
9. **DW Homes** had asked for an informal meeting with members to discuss their possible future involvement with the Parish. It was decided that this should wait until this could be done at a live rather than virtual meeting.
10. **S38 Agreement** The Clerk explained that the footway lighting was of a different make than that used by the Parish Council but the output and consumption would be the same. It was resolved that the agreement be signed which committed the parish Council to the ongoing maintenance of the footway lighting at Kingfisher Meadow once the scheme had been completed.
11. **Village Hall** A detailed plan for the upgrade and installation of new facilities in the committee room had been circulated in advance and the Council confirmed a grant from accrued CIL funds of £23,186 for this project. (HVHMC members did not take part in the vote)
12. **Dog PH** It was agreed to seek re-registration as an “Asset of Community Value” once the current registration ran out in November.
13. **Green Lane** Concern was expressed that there was no barrier where a footpath from Kingfisher Meadow exited on to Green Lane and there had already been a near miss with a child coming into the path of a passing van. Cllr Adams would take this up with Highways and the Clerk would write to DW Homes and Highways to try and resolve the issue.
14. **Norfolk ALC “Join the Dots” Initiative** It was agreed to discuss this further once the new Clerk had been appointed.
15. **Emergency Planning** Discussions would take place among interested members on possible procedures and this would also be discussed with the new Clerk.
16. **Correspondence** Rev.McPhee had advised that there would be a short service on August 16<sup>th</sup>. at the war memorial to commemorate VE and VJ day. The Chairman and three other members agreed to attend.

17. **Accounts passed for payment**

J.Graves	Zoom Fee	£14.39
Blake	Portakabin removal (inc.VAT)	£900.00
G.Matthewson	Allotment Hedge	£155.00
HVHMC	Litter (2 <sup>nd</sup> .qtr.)	£1,175.00
K.Johnson	Land Registry searches	£35.88
Norfolk ALC	Annual Fee	£408.96
HVHMC	Grant for room upgrade	£23,186.00

18. **Clerk’s and Councillors’ Reports**

Adrian Scott asked if further information could be given on the needs which had been found by the Horsford Helpers project and the proposed food bank project. DW would be asked to clean the “gate” near the Green Lane roundabout. Kathryn Clarke reported that there would be an increase in helicopter traffic as a new contract had been started to service Shell North Sea installations.

19. **Questions from the public** None

20. **Next Meeting** September 9<sup>th</sup>.