

# HORSFORD PARISH COUNCIL

## Minutes of the meeting held on Monday 2<sup>nd</sup> November, 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  
Dave Thomas, District Councillor

### Action

- 1. Public Discussion**  
No issues were raised.
- 2. Police Report**  
31 crimes have been reported for September the latest information available. A breakdown in which category the crimes were occurring is not available at a village level.
- 3. County Council Report**  
The 'White Gates' will be installed in the coming week.

The roundabout to the north of the village which has raised concerns for many months due to the speed of traffic going across it is now, it is understood, to be re-positioned so that it sits centre of the north/southbound road.

**Refuge by Cripps Development:** this refuge is not large or wide enough for pedestrians, particularly those with prams, buggies or holding children, to stand safely on it whilst crossing the Holt Road. Part of the refuge as already been demolished by a lorry after less than one month in situ. The refuge remains the responsibility of the developer so TA will raise the issue with Highways as the design may require to be reviewed prior to the installation of a similar refuge by Kingfisher Meadow.

TA

**Boundary Commission:** are currently considering moving Felthorpe from the Drayton & Horsford Division into the Taverham Division. HPC has not, to date, received a request for written support from Felthorpe nor received any communication from the Boundary Commission.

**Dropped Kerbs:** A number of properties at the south end of Holt Road had six Dropped Kerbs provided; except for one address which had only 5 which caused difficulty in accessing their driveway without going over a high kerb stone.

- 4. District Council Report**

Member Ward Grants of up to £300 remain available for local groups to access funding for small initiatives.

The issue of the bus shelter outside No. 2 Holt Road obstructing the owner's view has yet to be resolved.

**5. Planning**

**2020 17957: Listed Building: The Hall, Church Street.** Extend existing boundary wall. Only comment is that a Conservation Officer must be delegated to make the final decision on this application to ensure the status of the Listed Building is maintained.

**White Paper Consultation:** no further comments from HPC

**Parish Councillor for Planning:** Katrina Johnson for November.

**KJ**

**6. Apologies**

Were received from L Starling, District Councillor

**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 5<sup>th</sup> October**

Were confirmed as a true record of the meeting and approved unanimously.

**9. Reports on matters not covered by the Agenda**

**Development of 218 Holt Road:** Brown & Co have confirmed that a noise impact assessment is being undertaken and, when completed, the results will be provided with HPC. Consultations are on-going with NCC with regard to impact during construction

**Meeting with Highways and HPC:** this has been confirmed for 10<sup>th</sup> November.

**10. Business Action Plan Working Group**

**Outpost:** a maximum of 18 young people have returned over the past four weeks; the YMCA is becoming involved in delivery and further grant applications are being prepared

**Planning Policy:** a further update on this Policy was provided and, if approved by HPC, will be provided to the NALC TaskForce for its meeting on 6<sup>th</sup> November. It is hoped this Policy could be a template used by parish councils across Norfolk and further. Following discussion there was a majority agreement to accept V9.0 of the Planning Policy.

**Bloor Land:** work has begun to clear brambles and remove old trees.

**Meeting with David Wilson Homes:** the notes of the meeting on 27<sup>th</sup> October have been circulated and agreed to send to DWH.

**Clerk**

**Emergency Planning:** with a second Lockdown imminent plans are underway for Horsford Helpers to assist; stock the foodbank; confirm with doctor and dentist surgeries provision of treatments. It was proposed by AM and seconded by DJ for HPC to provide £500 for Christmas treats in food boxes. All agreed.

**11. Village Hall**

Confirmed that the signs indicating that payment is required for teams that are not 'resident' in Horsford are now clearly visible.

**12. Houghen Plantation**

A report from Broadland DC was received with a shortlist of five names for the renaming of the country park, with a recommendation for Whinny Hills which appears on maps back to 1887. Following discussion it was agreed that if the name already exists for a location elsewhere this could cause confusion with the country park in Horsford/Felthorpe.

Of the other proposed names, **Horsfell** was the preferred choice; and agreed unanimously.

**13. Correspondence**

**Horsford Issues email:** District Councillor has replied to the resident's issues but agreed HPC will send acknowledgement and include a number of the issues for inclusion in the Highways meeting agenda for 10 November.

**Dead trees on Kingfisher Meadow:** DWH have confirmed these will be replaced but likely not until Spring 2021

**Streetlights on Flagcutter Way:** a resident informed HPC that one of the lights was not working: DWH have confirmed this is their responsibility and repairs will be scheduled in the next 28-day programme of works.

**External Audit:** it has been completed and no issues raised.

**CIL Payment:** a further CIL payment has been received for 2020.

**Asset of Community Value:** South Norfolk/Broadland have confirmed that The Dog Inn Public House has been placed on the Community Asset Register for a period of five years.

**14. Finance: Accounts for Payment**

SSE	Footway Lighting	£138.00 (DD)
PFK Littlejohn LLP	External Audit	£480.00
Village Hall Mngt Cttee	Refuse Collection & maintenance	£904.92
Clerks Expenses	Wreath, sign for Allotments	£58.99
Pits Charity	Annual Rental	£130.27
AKS Skips	Corner Lane Allotments	£300.00
TT Jones	Replacement for lost cheques for Invoices: 11840 and 11824	£1028.39
VHMC	Floodlights at Village Hall	£500.00
Horsford Helpers	Food Bank	£400
Laptop for HPC*	AppleMac Pro 16" to include £60 annual sub for Office	£2149 + £90 for transfer of data: £2239

\*BDC confirmed that CIL funds can be used for the purchase of equipment.

All in agreement for the payment of the above.

**15. Clerk and Councillor Reports**

**Monthly Agendas:** keys to be provided for some Councillors so they are able to post Agendas on the noticeboards

Clerk

**Fuel Allotment Charity:** a resident has enquired regarding the annual distribution: to direct to the charity Secretary.

**Trees on Kingfisher Meadow:** Clerk to inform DWH of a number of trees that may present a future hazard in the next phase of building; the trees are known to be unstable – large branches have recently fallen into what may be back gardens of new properties - and building will compromise their stability

Clerk

**Play Equipment:** the VHMC have received three quotes for replacement/new play equipment. A proposal will be brought to HPC in the next two/three months for consideration.

**Litter Picker:** a young student at the school has requested some equipment; bags, gloves, pick up tool and bag holder. Understood there is some equipment in the football container that can be re-allocated.

DJ

**Doggy Bins at junction of Mill Lane/Memorial Road:** the two bins are on the ground, having been removed from the post. Agreed they should be secure but first ownership of the land needs to be confirmed.

**16. Questions from the Public**

In answer to a query it was confirmed that HPC owns no land at all within Horsford or elsewhere but is actively seeking, as noted within the Neighbourhood Plan, to purchase or acquire land by lease within the village that can be used for sports, in particular football.

It was noted that the County FA would be in a position to invest in football activities within the village but would require that land, if leased, would be on a 30 plus years agreement.

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

- Monday 7<sup>th</sup> December
- Monday 4<sup>th</sup> January 2021
- Monday 1<sup>st</sup> February

The meeting ended at 8.45pm