

**Minutes of the Meeting of Horsford Parish Council  
held on Monday 2<sup>nd</sup> September 2024 at 7pm at Horsford Village Hall**

**Attendance:** Cllr Brown (Chair), Cllr Clarke, Cllr Johnson, Cllr Keeler, Cllr McClure, Cllr Makinson, Cllr Stallard-Mulford, Cllr Thorpe, Cllr Nich Starling (District Councillor), Cllr Tony Adams (County Councillor), Sarah Vergette (Clerk) and six members of the public.

- 1. Apologies for absence.** Cllr Lisa Starling.
- 2. Declaration of Interests:** Members of VHMC declared an interest in village hall matters.
- 3. To approve as accurate minutes of the previous meeting.** The minutes of the previous meeting, having been circulated were **approved**.
- 4. Public participation session**
  - a. Public. A member of public raised concerns regarding overgrown hedges which are encroaching the footpaths and trees which need to be cut back. These issues will be taken up by the County and District Councillors.  
A representative from Horsford Cricket Club attended the meeting, the Club would like to foster a relationship with the village. There may be plans to hold an open day for residents next season. They also wish to encourage children to participate in cricket.
  - b. County Councillor. Cllr Adams stated that City Fibre has caused chaos in the village, they are under a management plan which has apparently slipped. There had been complaints regarding work being carried out into the early hours of the morning. The footpaths have been badly repaired. It was agreed to contact Hellesdon, Taverham and Felthorpe Parish Councils to see if they wish to issue a joint complaint of statement to the EDP.
  - c. District Councillors. Cllr Starling apologised for missing the previous meeting and reported that he and Cllr Lisa Starling had dealt with complaints regarding overgrown hedges, grass etc – these are not District Council matters but had been passed on. The public do not realise which authority is responsible for various issues. BDC finances are looking healthier than expected and that have obtained a grant for purchasing more properties.?
  - d. The Police report had not been received.
- 5. Public Statement on behalf of the Parish Council**

Cllr Johnson stated that she had been offended at the abuse and dreadful language on recent Facebook posts. The Parish Council is made up of volunteers who have no personal gain from the role they carry out. It was agreed to write a statement which could be used if needed. This will go on the website along with the 'Tier' diagram which shows the various responsibilities for each tier of local government. If parishioners have a problem or grievance, they are welcome to attend meetings. Volunteers put a lot of effort into the Neighbourhood Plan Refresh as well but few residents take the opportunity to attend the consultations and give input. There are vacancies on the Parish Council if parishioners wish to be involved.
- 6. Village Hall Committee**
  - 6.1 Cllr Keeler reported we are still awaiting a definite date from UKPN to carry out the electrical work to be done at the village hall, NCC will not give a permit until City Fibre have finished their work.  
There has been a lot of antisocial behaviour around the village hall, damage has been done to the roller door to Baby Bean. The perpetrator has been caught on CCTV and

this has been reported to the police. Cllrs Brown and Keeler will meet with the police. It was also agreed that Cllr Makinson would write the Police and Crime Commissioner. Cllr Keeler will obtain quotes for new doors. BDC had agreed S106 monies could be used for the new doors to the changing rooms.

6.2 Update on the Licence with the Social Club. The Licence was signed on 13<sup>th</sup> August.

## 7. Highways

7.1 To discuss Highway grass cutting. Only one quote had been received, five had been requested. It was agreed the quote would be accepted as the contractor is successfully providing this service to other Parish Councils. The grass will be cut twelve times from March to October. Cllr Makinson suggested that the Council asks for a cut in October paid from CIL monies, and the clerk will ask the contractor if he can do this. There was discussion relating to weed control on the footpaths, this will be looked into.

7.2 Litter bin – Pimpernel Road. A request had been received for a litter bin near to the bus stop in Pimpernel Road. This was agreed. The clerk was given permission to purchase a bin if the cost is under £250.

7.3 Parish Partnership bid. Cllr Makinson will speak with the Highway Engineer to ask if resurfacing of the pathways on Holt Road would be covered under this scheme and to obtain an estimate of the cost.

## 8. BAP.

8.1 A report had been circulated and was noted. The Highway Engineer had confirmed an installation date on 28<sup>th</sup> October, during half-term unless unforeseen circumstances occurred. The NHPR has been held up by a change in personnel at BDC. There is a meeting scheduled with Ben Burgess at Broadland DC offices on 26<sup>th</sup> September. It is hoped that the village will support the NHPR at the next consultation.

## 9. Finance

9.1 To approve payments:

A Makinson – Zoom	£15.59
Village Hall	£72.00
HMRC	£587.94
S Vergette	£1704.44
Norfolk ALC – training	£84.00
Eastern Power Systems Ltd – fire alarm	£16943.71
Wave Crown Hill	53.31
Wave – Corner Lane	£56.28
Baby Bean	£400.00
Horsford Fuel Allotment	£10.00
TT Jones	£542.11
PKF Littlejohn	£504.00
Mark Andrews – gutters and downpipes	£1453.48
Mark Andrews – various small jobs	£115.00
Mark Andrews – fit new gate buffers	£349.40

**Agreed.**

9.2 To agree bank reconciliation. Agreed.

9.3 To note conclusion of the external audit. All the relevant paperwork has been placed on the website.

- 9.4 The next Finance Committee meeting will be held on 14<sup>th</sup> October, all councillors are welcome to attend.

## **10. Allotments**

Notice had been given to three tenants whose allotments were not up to standard. A refund in the sum of 50p will be issued to the tenant who will vacate on 16 September. One of the tenants had requested a meeting and their plot has significantly improved. A response is awaited from the final tenant.

A report had been circulated from the allotment committee.

The NHPR protects allotments space, the concept of allotments is to grow food produce.

There had been an issue regarding a tenant and a member of the allotment committee which has now been resolved.

CLlr Brown stated that one of the tenants will make a noticeboard for the allotments.

There was discussion regarding a compost bin made from pallets at Church Fields, it was agreed this could be used for grass clippings only.

## **11. Planning**

11.1 To discuss the response to the formal complaint to BDC. Noted.

11.2 To note completion of the Deed of Variation. Noted.

11.3 To discuss the public consultation for Broadland country park. CLlr McClure will attend.

11.4 Asset of Community Value – Church Room. This has been registered with BDC.

11.5 To note an update on the Glebe Farm/Solar application. CLlr Makinson suggested that the Parish Council should be prepared for an appeal. CLlr Starling stated that it would be for BDC to defend their decision if this application went to appeal. Drayton Parish Council will be contacted to see if they wish to join with Horsford PC if necessary.

11.6 To note change of property address – Dog Lane. Noted.

11.7 To discuss new plans for planning application 2024/1325 Two Storey rear extension and loft conversion 257 Holt Road. There is no problem with this.

11.8 To discuss planning application 2024/2444 - 10 Brooks Road Horsford , Two storey side extension. The planning notes will be submitted to BDC.

## **12. Clerk and Councillors reports**

12.1 The clerk's report had been circulated and was noted. The clerk will chase up regarding the sign at the Newsagent. The trees around the village sign should be cut back in the next two weeks.

12.2 CLlr Thorpe reported that with regard to the post box outside Poppyfields which had been vandalised and removed by Royal Mail they had asked for details of the post code.

CLlr Thorpe went on to say that the plants on the Brewery Lane roundabout are depleted and brown. It was agreed that the clerk would contact Ashfords for a quote for 400/500 daffodils bulbs to be planted and suggestions for new plants, possible lavender or heathers.

CLlr Johnson expressed concerned regarding a drone which had been flying over her property as it was an invasion of privacy.

CLlr Keeler reported that she and CLlr Brown will be meeting with the groundsman to discuss what is needed around the village hall and play areas

## **13. Correspondence**

Nothing to discuss.

**14. Date of the next meeting. Monday 7<sup>th</sup> October** at 7pm. Items for the agenda should be sent to the clerk by Monday 30<sup>th</sup> September.

There being no further business the meeting closed at 8.45pm.

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Chair

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Date