

# HORSFORD PARISH COUNCIL

## Minutes of the meeting held on Monday 4<sup>th</sup> July 2022 at 7.15 pm in the Village Hall

**Present:** Chris Brown  
Kathy Clarke  
Joanne Keeler  
Angela Makinson  
Virginia Sokalsky

1. **Police Report:** incident figures:
  - **April 2022:** 13 violent and sexual; 5 Public Order; 4 Anti-social and 6 All Other Crimes

PC Matt Hill provided a written report on recent activity, as follows:

**Issues of note:**

- Enquires ongoing to identify further suspects in relation to the Holt Road cannabis cultivation, with extra patrols in police vehicles and foot-beats to reassure residents.
- Police are aware of recent reports of fly tipping within the village and advice provided
- Further speed checks carried out on Holt Road in relation to excessive speed.

**Engagements:**

- On 29/06/22 police attended and engagement at Horsford Primary school, Mill Lane, with the school spoken to in four different classes, this centred around road safety, what a police officer does, police equipment as well as showing the children the police car.
- On 15/06/2022 between 11:00 – 12:30 hours police attended Horsford village hall for an engagement surgery.
- Police will be attending the Horsford carnival on 09/07/22

2. **County Councillor Report:**

- Mystical Woods: outstanding issues remain to be resolved but anticipated that a hard-standing will be provided by NCC with a height restriction to prevent lorries parking overnight. Planning permission will be required for this work so will not be completed before the end of the summer.
- Please Drive Carefully: the signs for the north end of the village have yet to be provided. Assurances that they have been ordered and will be delivered shortly
- County Councillor Allowance: this was to be offered for electric charging points but that project is now on hold. Horsford will receive the majority of the allowance for 2022 once confirmed for which project the funds are required.

3. **District Councillor Report:**

- Fly-tipping: incidents on the roundabouts on Holt Road and Reepham Road have now been cleared
- Waterways: steps to be installed at the Beck; nettles cleared from the ditches running behind Barleyfield and adjoining roads
- Bloor Land: no further maintenance will be carried out by BDC until the land is formally adopted, which should be concluded later in the year

- Trees owned by David Wilson Homes: a number of trees understood to be owned by DWH are in a poor condition. Contact will be made with the developer to ascertain ownership and action required to properly maintain
- Definitive Map is required in order to clarify ownership of certain areas of land within Horsford where ownership is not obvious
- Refuge on Sandy Lane: to be included as part of the overall Horsford Transport Policy.

4. **Planning Committee:**

No planning applications received for consideration

5. **Apologies**

Were received from K Johnson and R Marsden

6. **Declarations of Interest**

Members of the Village Hall Mngt Committee for payments from the Parish Council to the Committee for upkeep/maintenance

7. **Minutes of the Meeting held on 6<sup>th</sup> June**

The Minutes were confirmed as a true record of the meeting and approved unanimously.

8. **Village Hall Management Committee**

**Blocked drains:** this damage is covered by VHMC insurance and will work be carried out on 13<sup>th</sup> July.

**Damage to wetpore:** the contractor, JDMA, with no reference to either HPC or the VHMC, sub-contracted this work; this new contractor subsequently sub-contracted it again. However, the contract is with JDMA and they have been requested to provide a solution to the problem within 14 days, else legal action will be taken to seek redress for the damage. JDMA have, to date, failed to carry out any repairs which were scheduled for late June/early July.

**Damage to see-saw:** the recent Inspection report highlighted this damage. Quote for new replacement parts (the old parts are no longer manufactured) is £436.15, including VAT. Clerk to confirm with BDC that CIL funds can be used for this expenditure.

**Fire Doors:** CIL funds can be used for replacement of these doors. The quote, £17,298 including VAT, from Anglia Trade Doors, to be accepted and confirmed they meet all safety requirements for doors in a public building.

9. **BAP update**

**Outpost:** following a number of applications to funding organisations Norfolk Community Foundation have awarded Outpost a £5K grant

**Neighbourhood Plan (NP):** funding has been granted to enable a consultant to be appointed to advise on the review of the NP. Once it is clear the level of change required to the existing NP a Referendum may be required

10. **Highway issues within Horsford**

**Technical Report:** a meeting with the consultant and Highways will seek to re-visit the 2020 Highways report and update where required. Discussion followed as to whether HPC requires a separate meeting/presentation of the technical report. Agreed this would be beneficial provided it is presented in more understandable and non-technical terms.

**Road Safety Foundation:** AM to attend this conference in London, with the consultant, who are trying to secure a 5 Star status for the Horsford project as a pilot and to lobby for funding.

11. **Finance: accounts for payment**

Ravenscroft	Woodland Management Plan	£888.00
Ashfords	Roundabout Maintenance	£756.00
Outpost	Running costs	£296.20
Andrew Curtis	Bike Track works	£1,800.00
Horsford Village Hall	Room Hire	£544.80
Norfolk County Council	Outpost annual Safer sub	£30.00
Felthorpe Lawnmower Services	Equipment for Allotments	£853.61
TT Jones Electrical	Quarterly Maintenance	£633.36
Staff Costs	Quarterly Salaries and Expenses	£3,759.18
	<b>TOTAL</b>	<b>£9,561.15</b>

The above accounts were unanimously agreed for payment

- a. **Donate toilets to VHMC on completion of project:** VHMC confirmed that the toilets are included on the insurance schedule and therefore the toilets were officially handed to the VHMC. The project itself will not be closed until HPC is in receipt of the net cost which is to be covered by S106 monies.
- b. **Scout Hut:** £1,702 remains in this reserve and confirmed that a final invoice will be submitted shortly

12. **Clerk and Councillor Reports**

**Allotments:**

- quotes for a concrete base and metal shed to be placed in Corner Lane to be brought to August meeting
- quotes for work on trees in *Diana Plantation* required
- Best Kept Allotment and inspection: Sunday 10<sup>th</sup> July, 10.00 am
- New email for Allotments: [horsfordallotments@gmail.com](mailto:horsfordallotments@gmail.com)

13. **Questions from the Public**

**Outpost:** thanks to HPC for the on-going financial support for the next six months, it is much appreciated.

**HPC FaceBook page:** agreed that Adrian Scott may continue to administer the FB page on behalf of the Parish Council.

**Churchyard maintenance contribution:** following the Finance meeting on 13<sup>th</sup> July these donations may be included in the August agenda

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

Monday 1<sup>st</sup> August  
 Monday 5<sup>th</sup> September  
 Monday 3<sup>rd</sup> October

The meeting ended at 8.10 pm