

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

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

1. **Apologies:** None.
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. Nothing to discuss.
  - b. County Councillor. Cllr Adams reported that the Western Link had been kicked into the long grass as the bar had been raised to impossible levels. This would impact on the traffic mitigation for Horsford which was tied into the Western Link. Cllr Keeler asked Cllr Adams to request signs at either end of Green Lane to say the track is unsuitable for vehicles.
  - c. District Councillors. Cllr Starling reported that there had been general agreement around the budget. BDC had agreed the GNLP which provides for a five-year land supply, giving more control over planning. BDC have adopted a Nutrient Neutrality Fund Scheme. Farmers and landowners will be asked to come forward with land for other use if their land is building up nutrients. This scheme is funded by Government. Cllr Lisa Starling had been in contact with the Police regarding Pyehurn Lane and disruptive activity in the woods.
  - d. None.
5. **Village Hall Committee**
  - 5.1 It was agreed that the clerk will set up a new standing order to pay for the ground's maintenance contract.
  - 5.2 To discuss the Licence with the Social Club. There will be a meeting on Thursday 4<sup>th</sup> April with representatives from the Social Club to discuss the new Licence.
  - 5.3 To discuss quotation for the installation of a separate electricity supply. Cllr Keeler had been in contact with UK Power Networks. It was **agreed** that the Parish Council should pay for this work. It was **resolved** to proceed.
  - 5.4 To discuss installation of alarm system. A further quote is needed for this to proceed and will be discussed again next month.
6. **Highways**
  - 6.1 To discuss signs in the village. There had been a request to place advertising signs on lamp posts. The clerk had asked advice from BDC. Cllrs Adams and Starling will follow this up. It was agreed to deny requests for such signs. BDC have a street litter policy whereby anyone who puts up a sign/s should remove it within a couple of days of the event. It was suggested this was an option for community based events.
  - 6.2 A request for a further dog bin in Mill Lane had been received. The clerk will investigate if there is a larger size dog bin which can replace the existing bin. A further request for a dog bin had been received for land that adjoins Hellesdon, it was agreed not to install a dog bin at this location.

## 7. BAP

- 7.1 A BAP report had been circulated and was noted. Cllr Makinson reported that every penny of the Locality funding had been used and the End of Project report had been submitted.

## 8. Finance

8.1 To approve payments:

a.	Clerk salary & expenses	£1559.54
b.	A Makinson – Zoom	£15.59
c.	Horsford Village Hall – hire	£170.00
d.	HMRC	£517.89
e.	O’Neill Homer	£379.20
f.	O’Neill Homer	£4161.60
g.	Baby Bean – toilet cleaning	£500.00
h.	C Brown – weedkiller for allotments	£59.95
i.	D Bracey	£120.00
j.	N Payne – brown bin	£67.00
k.	Norfolk ALC	£852.50

**Agreed.**

- 8.2 To discuss and approve the year-end accounts. **Agreed** The VAT Return has been submitted.
- 8.3 The audit information and submission dates have been received.

## 9. Allotments

- 9.1 HALCOM held their first meeting in March, a chair was appointed and their details will be put on notices to both allotment sites. Notes from the meeting had been circulated and were noted. The committee had proposed an amendment to the Tenancy Agreement, 6i whereby tenants would be permitted to use 5% of their allotment for seed bearing flowers. This will be discussed at the June meeting of the Parish Council. The next allotment inspection will be held on 2<sup>nd</sup> June at 10am.

## 10. Planning

- 10.1 No planning applications had been received.
- 10.2 The final adoption statement of the GNLP was noted.

## 11. Clerk and Councillors reports

- 11.1 The clerk’s report had been circulated and was noted.
- 11.2 The clerk will follow up on progress of the Deed of Variation.
- 11.3 Cllr Brown asked Councillors to read the documents provided in relation to the Social Club Licence in advance of the meeting on 4<sup>th</sup> April. The meeting will be to discuss the approval of issuing a Licence to the Social Club. It was noted that the Parish Council is the owner of the Village Hall and therefore needs to be the issuing authority.

## 12. Correspondence

- 12.1 Details of correspondence had been circulated. The Clerk had dealt with all matters.

## 13. Co-option of Councillor – None.

**14. Date of the next meeting. Tuesday 7<sup>th</sup> May** at 7pm. Items for the agenda should be sent to the clerk by Sunday 28<sup>th</sup> April.

There being no further business the meeting closed at 8.13pm.

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Chair

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Date