**Minutes of the Meeting of Horsford Parish Council**

 **held on Monday 3rd April 2023 at 7pm at Horsford Village Hall**

**Attendance:** Cllr Brown (Chair), Cllr Clarke, Cllr Keeler, Cllr Makinson, Cllr McClure, Cllr Tony Adams(County Councillor), Sarah Vergette (Clerk) and three members of the public.

1. **Apologies for absence:** Cllr Johnson, Cllr Lisa Starling, Cllr Dave Thomas.
2. **Declarations of Interest:**  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 were **approved.**
4. **Public participation session**
	1. Public. Forthcoming plans for the Coronation Picnic to be held on the playingfield and organised by the Church. Unfortunately the two grants which had been applied for had been refused. It was **agreed** that the Parish Council would fund the hire of a bouncy castle and bunting. There will be a burger van and ice cream who will give a percentage of the profits to the Church.
	2. County Councillor. Cllr Adams reported that he had contacted Broadland District Council with regard to the five-year land supply. BDC currently have less that a five-year land supply of deliverable sites due to the temporary impact of Nutrient Neutrality. Where a site us caught up in Nutrient Neutrality, planning permissions are not being issued unless mitigation can be demonstrated.

Concerns have been raised with Natural England but the most recent DLUHC consultation is indicating that where an LPA has an up to date Local Plan land supply there is no requirement for the land to be shown.

Applications that have already been approved subject to Nutrient Neutrality being met only count towards the five-year land supply when they have been issued.

It was noted that any new development in Horsford would impact upon the traffic.

* 1. District Council. Cllr Starling has not heard anything in relation to First Bus complaints.
	2. Police report, circulated. A summary of the report had been posted to the Facebook page. Parishioners should report out of control dogs to the Police.

Two emails had been received from a parishioner reporting an encampment at the Pits, Mill Lane. This has been investigated and it is children playing.

1. **Village Hall Committee**

5.1 Cllr Keeler reported damage had been done to the toilet doors, the CCTV will be checked and the Police contacted. Repairs will be needed.

1. **Business Action Plan**

6.1 Neighbourhood Plan Refresh. Cllr Makinson had circulated a report which was noted. It was noted that Locality will not fund retrospective invoices and nothing will be heard in relation to funding until May. It was **agreed** that £1,000 of ring fenced funds could be used to organise and pay for the Consultation on 20th May.

 It was also noted that there may not be sufficient people to work on the policy updates which is complex.

 Cllr McClure has taken on the responsibility for the leaflet.

 There have been some responses with regard to the call for sites, Cllr Brown will meet with BAP and Tom Pinnington.

6.2 Transport Masterplan. Covered in the report circulated.

6.3 Woodland Management Plan. It was noted that the Parish Council had not given permission for any trees to be trimmed back and they should not be as it is nesting season. Information relating to the Management Plan will be circulated. **Action Clerk.**

**.**

1. **Finance**

7.1 To approve payments

a. SSE – Electric £145.96

 b. Clerk salary & expenses £1055.08

 c. A Makinson – Zoom £15.59

 d. N Payne – Garden Waste £65.30

 e. HMRC £365.68

 f. OfficeIS – chairs £540.00 (S137)

 g. Norfolk ALC £812.60

 h. Horsford Village Hall £100.00

 **Approved**

Receipts

1. Broadland District Council £4,500.00
2. Bank interest £869.84

**Noted**

7.2 To discuss and agreed year-end accounts. **Approved.**

It was noted that there are some S106 funds which need to be used next year. Cllr Makinson will try to get agreement to reclassify these funds. **Action Cllr Makinson.**  It was also noted that it had been previously agreed to move funds which had been received for the toilet refurbishment project from S106 to CIL funds. **Action Clerk.**

1. **Allotments**

Cllr Brown reported an issue with one of the allotments where the tenant had moved out of the village and has asked for his deposit to be refunded. **Agreed.**

It was agreed to hold an allotment inspection on 23rd April at 10am.

Cllr Keeler reported that during recent heavy rainfall large tracks had been created into the allotment site at Church Fields. Hardcore has been ordered and Ashfords had agreed to put it in.

1. **Planning**

9.1 Planning application 2023/0548 – no comment

9.2 Planning application 2023/0576 - this is a resubmission of a previous application. Response will be made as commented on the previous application.

9.3 Planning application 2023/0385 – It was noted that Highways were against any development at this site due to access. The site is no longer a Caravan Club site, therefore their regulations do not apply. The Council would not like to see this site become permanent, comments will be submitted relating to this and to access.

9.4 Planning application 2023/0392 no comment.

**Action clerk.**

1. **Clerk and Councillors’ Reports**

10.1 Clerk’s report – noted.

10.2 Cllr Makinson commented with regard to a recent email received regarding missing glass in a bus shelter. It had previously been agreed that the bus shelter would not have the glass replaced as may need to be moved.

1. **Correspondence**
	1. Highways Inspection. Any defects will be reported.
	2. Email asking if the Parish Council would consider purchasing the Methodist Chapel. This had been discussed previously and had been agreed that the Chapel is not in a good state of repair, there are also covenants on the building which the Council would not want to take on. It is not feasible for the Council to purchase the building. The email went on to say that there are two street lights which are not working, these will be reported. **Action clerk.**
2. **Dates for future meetings**

Noted.

1. **Date of the next meeting.** The date of the next meeting will be agreed once the Council has been informed if the forthcoming election is contested or not. Likely dates are 9th or 16th May.
2. **Any Other Business/Information**

None.

There being no other business the meeting closed at 8.05pm.

………………………………………………………………… ……………………………………

Chair Date