

# HORSFORD PARISH COUNCIL

Minutes of the meeting held on Monday 7<sup>th</sup> September, at 7.15 pm, via ZOOM

**Present:** Chris Brown, Chairman  
Gary Branch  
Kathryn Clarke  
Derek Jacks  
Katrina Johnson  
Joanne Keeler  
Angela Makinson  
Adrian Scott  
Deborah Scott  
Virginia Solalsky

Tony Adams, County Councillor  
Lisa Starting, District Councillor  
Dave Thomas, District Councillor

## Public Discussion

### a. Police Report

14 crimes have been reported for July, the latest information available. This figure is a reduction on the previous month.

### b. County Council Report

Cllr Adams confirmed that the white gates to be erected at each end of Holt Road will be installed by end October, during half-term. Funding is likely to be from Highways with a small amount requested from the Parish Council.

The temporary traffic lights have now been removed but the second pedestrian refuge has yet to be completed. Cllr Adams will request an update from Highways.

Barrier to provide a 'halt' before pedestrians access Green Lane should be installed shortly.

### c. District Council Report

Cllr Thomas confirmed that fly tipping has been an issue in recent weeks but all incidents have now been cleared.

A new Project Officer has just been appointed for Houghen Plantation (see Agenda Item 8)

All District Councillors have available a £500 grant budget for local projects; contact direct for more information.

Footpath on Mill Lane: following work by Virgin Media the footpath has not been returned to an acceptable condition. VHMC to pursue Virgin Media

Bus Stop by Indian restaurant: this has now been moved further along the road but a blind charity has highlighted the issue of their members being unable to find their way. The tactile paving is in place but was suggested that the guide dogs may require some training to direct resident to the new location.

Cllr Starling confirmed that the speeding issues reported on and around Geoffrey Godfrey Way will be addressed with speed monitoring and a resident survey. It was noted that one particular car has been reported driving at 60mph in these roads and this issue will be followed up

Doggy Bin: one of the bins is regularly over filled and it has been agreed this will be moved.

David Wilson Homes: agreed that a further meeting with DWH is organized to better understand their future plans for the village. It is likely to be a Zoom meeting. Previously DWH had indicated that note taking would not be necessary but agreed that, in the interests of clarity, informal notes are required. Also suggested that County and District Councillors attend. A meeting with Deputy Director of Planning at BDC is scheduled to take place on 18<sup>th</sup> September.

**d. Planning Committee**

20201595: Home Farm, Holt Road NR10 3AG: Extension to commercial building to provide additional unit for light industrial use

20201576: Oak Lodge, Mill Lane. Amended design for the 2-storey front and rear extension

Agreed no comments on either application

**1. Apologies**

Were received from Sandra Lumbard

**2. Declarations of Interest**

Were received from members of the VHMC with regard to Agenda Item 6

**3. Minutes of the meeting held on 3<sup>rd</sup> August**

Minutes were confirmed as a true record of the proceedings.

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

Dog Public House listing as Asset of Community Value (ACV): Former Clerk has sent application to re-register this building as an ACV and a decision is expected by end of October.

Barrier in Green Lane: there is no obligation on the developer to install this safety barrier, however, Cllr Thomas will seek clarification from Highways if a barrier can be provided in the interests of community safety.

**5. Allotments**

Jim Graves will complete and send out the annual invoices during September.

**6. CCTV Upgrade**

The Feasibility Study paper, compiled by the VHMC, has been circulated and it was confirmed that there is no electricity available in the dug-out area so lighting is not available. The number of cameras will increase by one and storage time on the hard drive increased from 11 to 28 days. Total cost £1219.20 including VAT.

Majority agreement to provide funding for this project so it may commence immediately.

**7. Recreation Ground**

A funding request for £432 has been received from the VHMC to re-surface part of the recreation ground that has suffered due to the extreme hot weather. Ruts have formed which could pose a hazard to those using the area. The contractor has offered to provide 3 tons of top soil, free-of-charge.

Majority agreement to provide funding; one abstention.

**8. Houghen Plantation**

BDC have purchased this land with a view to turning it into a 'country park' for the enjoyment of all. It has been suggested to change the name but HPC suggested that the word 'Houghen' should still be incorporated as a connection to the lands' historical past.

**9. Action Plan Working Group**

AM held a Zoom meeting with representative from CAN and how this might fit in with HPC's Emergency Planning Framework.

Discussion on-going to agree with YMCA to re-start OUTPOST in the Village Hall.

Seeking to develop a Planning Policy that contains requirements for eco-friendly components in all developments in an effort to support Norfolk's ambition to be zero-carbon by 2030.

Play Area project orders are being raised.

Seeking possible land in and around Horsford that owners might be prepared to either sell or lease to HPC so land can be used as football pitches.

**10. Grievance and Disciplinary Policies**

Revised drafts were presented for approval; only comment is that 'Vice Chair' to be added to the Appeals section (4.ii). All agreed.

**11. Join NALC 'Join the Dots' Initiative**

No further update is available; include on Agenda in December to review.

**12. Emergency Planning**

The third draft of the document is available but agreed little further can be done until a meeting is held with the Co-ordinator of Horsford Helpers to better understand the type and level of assistance that is sought/required. It was suggested that parish councillors may wish to volunteer for a Co-ordinator role. It was also noted that BDC/SNC have an emergency hub facility that provides assistance and advice when required.

**13. Correspondence**

Remembrance Sunday: 8<sup>th</sup> November at 11.00 am. Chairman will attend;  
Clerk to order wreath

Nominations for names of individuals and organisations that made a significant contribution to the community during LockDown. Contact Rev Margaret direct with any nominations.

**14. Accounts for Payment**

SSE Footway Lighting (inc VAT) Direct Debit	£151.41
Colliers: Rent of Church Field	£1,200.00

In addition, three further invoices received after dispatch all for Zoom monthly charges: £14.39 each. Total £43.17

**15. Clerk and Councillor Reports**

Church Field HPC is now in the final year of a 5-year lease which expires in September 2021. It had been suggested to the land agent that the owner may consider a rolling lease thereby providing one years' notice. Clerk to contact Colliers to request a discussion with regard to the future Lease proposals.

S106: BDC have confirmed that these monies can be used for the refurbishment of the changing rooms and external toilets at the Village Hall. A builder has been engaged and will commence work in February 2021.

Flu 'jab' Surgeries: Doctors will hold these on three dates in September and October in the Village Hall.

**16. Questions from the Public**

None were received.

**17. Date of Next Meeting:** Monday 5<sup>th</sup> October at 7.15pm

The meeting ended at 8.15pm