

# HORSFORD PARISH COUNCIL

## Minutes of the meeting held on Monday 5<sup>th</sup> October, at 7.15 pm, via ZOOM

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

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

### 1 PUBLIC DISCUSSION

#### 2. Police Report

15 crimes have been reported for August, the latest information available.

#### 3. County Council Report

Cllr Adams confirmed that Grenville Court was expected to have its license revoked and be forced to close following a CQC inspection. However, new management are now in place and improvements are evident, although monitoring will continue whilst the Home remains under Special Measures. The County Council took immediate action and moved ten residents to other accommodation.

#### 4. District Council Report

BDC launches its Community Lottery in November which aims to create support from local good causes across the district. Tickets are £1 each with jackpot prize of £25,000 for matching six numbers.

It was confirmed that the Police are aware of potential illegal activity in and around Mill Lane and are taking appropriate action.

### 5. PLANNING COMMITTEE

**Meeting with David Wilson Homes:** no further correspondence has been received with regard to this meeting. *(Following the meeting DWH offered several dates for the meeting which has yet to be confirmed).*

**White Paper Consultation:** no comments from HPC. To be carried forward to the November meeting.

**218 Holt Road: pre-application designs:** comments centered around the potential impact of parking on the surrounding houses and their privacy and how traffic in the vicinity will be managed during construction. Otherwise this appears to provide a much-needed community asset. Individual comments can be made via the link within the proposed documents.

Derek Jacks to oversee Planning Applications in October as follows;  
- 2020 1662 The Olde Barn, Dog Lane: Ground floor side extension  
- 2020 1709 Units 1 &2, 40 Holt Road: Biomass plant, storage and shredder

**6. APOLOGIES**

None were received.

**7. DECLARATIONS OF INTEREST**

Were received from:

- members of the VHMC with regard to Agenda Item 13 and
- J Keeler with regard to the proposed development on Holt Road

**8. MINUTES OF THE MEETING HELD ON 7<sup>th</sup> SEPTEMBER**

Minutes were confirmed as a true record of the proceedings.

**9. REPORTS ON MATTERS NOT COVERED BY THE AGENDA**

**Lease on Church Field from 2021:** this Lease is due to expire on 26<sup>th</sup> September 2021 but the landowner would prefer to commence negotiations in April/May 2021.

**10. BUSINESS ACTION PLAN WORKING GROUP**

**Play Areas:** quotations are being sought for replacement of the current equipment on the Recreation Ground. Funding Applications are being prepared.

New equipment has been ordered for Becksides and Coltsfoot Road as part of the project between HPC and the District Council.

**Outpost:** this re-opened on 24<sup>th</sup> September with a significant number attending in the Main Hall.

**Planning Policy:** this project, with the aim of creating a specific policy for Horsford, has commenced. Updates to be provided in due course.

**Proposed meeting with Highways & Planning:** The Assistant Director of Planning at BDC has offered to host this meeting and the draft agenda, attached to the papers for information, will be forwarded for consideration.

**11. VILLAGE HALL**

**Winter arrangements for floodlights on the MUGA:** previously HPC has provided funding for two hours of lighting during the winter months for village teams to use the facilities. However, it was noted there appear to be some teams that use the facilities from outside the area and clarification is required

that they are paying the correct hire charge. Is the current signage clear as to charges payable and contact details for booking the facilities? Carried forward to November Agenda.

**12. EMERGENCY PLANNING**

**Proposal to join Community Action Norfolk (CAN):** The proposal is to place the Horsford Helpers on a more formal basis with CAN providing a range of support such as DBS checking and ensuring transparency and communication. The latest version of the Emergency Planning document for HPC was presented and approved showing the individuals for each Co-ordinator role. This fits within the CAN Good Neighbourhood Scheme, the total cost of which is £620 per annum but for Year 1 is £420 with Indemnity Insurance being provided via CAN.

DBS will cost £15 per volunteer but requires clarification: do only key workers require DBS or all volunteers. DBS is only correct on the day it is produced so it is at the discretion of the organization how often they are updated and that is dependent on the type of work being undertaken by the volunteer/s. Any potential future costs must be presented to HPC for consideration.

**Agreed:** proposal to join the Good Neighbourhood Scheme and budget.

**13. COMMITTEE ROOM REFURBISHMENT**

Details of further budget requirements of £3,106 was presented, to cover additional costs for flooring and the provision of safe storage, in line with COSHH guidelines, for chemicals used in the kitchenette. Confirmed that the chairs have not yet arrived.

**Agreed:** to approve the additional budget request.

**14. ALLOTMENTS**

Allotment Holders at Corner Lane have requested a skip, over two days, for the removal of non-combustible and non-compostable waste. Agreed to provide a lockable skip, thus preventing household waste being placed in it, and ask an Allotment Holder to oversee the procedure.

**15. CORRESPONDENCE**

**Street nameplate cleaning:** BDC are proposing to clean all street nameplates, before winter and the darker nights commence, that have been painted in rainbow colours in support of the NHS during Lockdown. The Parish Council would prefer this was not undertaken and respond as such to BDC.

**16. ACCOUNTS FOR PAYMENT**

**The following payments were approved:**

SSE	Footway Lighting	£133.60 (DD)
Salaries	Former Clerk: Quarterly including backdated	£2,828.61
Jones Electrical	Supply and install new column on Angela Crescent	£1,262.64

Jones Electrical	Quarterly Maintenance	£572.47 (DD)
WIX	Website training for Clerk	£75.00
Wave	Crown Hill Allotments Quarterly water charge	£49.70
Horsford Fuel Allotment Charity	Annual Rent	£10.00
Village Hall Mngt Committee	Additional costs of refurbishment of Committee Room	£3,106
Wave	Corner Lane Allotments	£336.72
Zoom	Monthly HPC meeting	£14.39
	<b>TOTAL</b>	<b>£8,398.12</b>

## 17. CLERK AND COUNCILLOR REPORTS

**Kingfisher Meadows:** trees planted by the developer alongside Green Lane have all died. Request DWH to replace; there are approximately twenty

**Taps on Allotments:** these need to be turned off, early November, to prevent burst pipes in the winter.

**Traffic in the village:** it was noted that Holt Road is increasingly busy and although no-one is parking illegally it does create congestion. Suggested that greater use of yellow lines within the village may help to maintain the flow of traffic and include this subject on the proposed meeting with Highways

## 18. QUESTIONS FROM THE PUBLIC

None were received.

## 19. DATE OF NEXT MEETING:

to commence at 7.15pm via ZOOM until further notice

- Monday 2<sup>nd</sup> November
- Monday 7<sup>th</sup> December

The meeting ended at 8.45pm