

# HORSFORD PARISH COUNCIL

## Minutes of the meeting held on Monday 2<sup>nd</sup> August 2021 at 7.15 pm in the Village Hall

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

### Action

1. **Police Report:** 14 incidents reported for June: 14 for violence; 2 anti-social, 2 other theft, 4 Other. The Beat Manager reported that the Police have attended anti-social behaviour incidents on the Recreation Ground whilst others have been reported in Dog Lane and Kingfisher Meadows; open sessions are held with the public that are advertised on the Police website. Agreed that all incidents should be reported to the Police in order to build a clearer picture of anti-social activity within the village.
2. **County Councillor Report:** the barrier at the rear of the Village Hall has been replaced, allowed mobility vehicles access whilst preventing motorbikes from causing a hazard to pedestrians.

The road outside 125 Holt Road will now receive a more robust tarmac surface.

Footpaths and verges around the village are badly overgrown and whilst some responsibility lies with homeowners it is clear that the usual level of scheduled maintenance by NCC and BDC has not yet been reinstated.

The signs for the white gates into and out of the village are still awaited.

The refuge outside the Cripps development is, after many months, still not repaired. TA to chase this with the Highways Manager.

3. **District Councillor Report**
  - Thanks were given to the parish councillor who cleared the fallen tree near the Beck
  - Two planning appeals were lodged and noted that one report was detailed and cited historical sites and views to support the dismissal
  - Photos of the newly installed barrier behind the village hall to be sent to the original resident who raised the issue of access
4. **Planning Committee:**
  - 20211160: Lower Farm, Cromer Road: alterations, refurbishment and extension. A derelict Listed building being brought back into use; no objections

- APP/K2610/W/20/3260003: 47 dwellings at Land at Holt Road; appeal dismissed
- Former Brickmakers site: permission granted but amendment required to permit deliveries on Sundays and Bank Holidays

5. **Apologies**

Were received from K Clarke and L Starling

6. **Declarations of Interest**

Members of the Village Hall Mngt Committee for payments to the Committee for upkeep/maintenance.

7. **Minutes of the Meeting held on 5<sup>th</sup> July**

Were confirmed as a true record of the meeting and approved unanimously.

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

Nothing to report

9. **Village Hall Management Committee**

One quote for picnic tables has been received. Two more are required and will be considered at September meeting.

**Play Equipment:**

- Quotes are required for replacement matting under the play equipment; costs likely to be between £25K-£85K dependent on material used with the most expensive lasting up to 10 years.
- Tarmac surfacing where vehicles gain access: costs up to £20K
- Awaiting new seat for the Zip-wire

BDC have confirmed that S106 monies can be used for the play area maintenance and the proposed works at the Allotments

**Toilets:**

- New 'wipe clean' surfaces throughout to be installed in place of tiles and painting; quotes are required.
- Flooring: again, a minimum of two quotes are required but noted that contractors are unlikely to be available on site until September/October at the earliest.
- Roller Door: quotes are required
- Likely overspend (amount to be confirmed) will be funded from S106 funds

10. **BAP update**

**Grant:** although not all the grant was spent it has now been confirmed that the funds can be kept until January 2022.

**Outpost:** Up to 20 young people are attending each Thursday with activities throughout the summer

**RB3 footpath:** work has now been completed but no handrail was permitted to be provided due to the necessity of putting concrete in the ground and impact on the natural environment

**FP9 Footpath:** discussion with landowner adjacent to this footpath is to propose a Lease; to double-fence the public right of way with kissing gates both ends thus ensuring dogs would not be able to access the private land. Noted that the fencing will be approx. 214 metres long, so costs will be significant.

**Footpath Maps:** quote, for colour maps, £170 per 1000.

#### 11. **Highway issues within Horsford**

The Transport survey cites the 6 top traffic priorities within the village:

- HGVs
- Volume of traffic; estimated there are 11,000 traffic movements per day in Horsford
- Speed of traffic
- Access in/out of the village
- Traffic lights; do not appear to be well co-ordinated
- Pedestrian crossings: fear of using them as vehicles do not always stop

Further analysis will be available for the September meeting.

#### 12. **Allotments**

**Best Kept Allotment:** the winner is Mr K Ruddock; second Mr Keeler, joint third: Mr Dennis and Mr Claxton.

**Maintenance Schedule:** Agreed that a more robust schedule for Corner Lane is required: hedges trimmed, and grass verges cut. In addition, the overgrown plots need to be cut back or rotavated before being offered to potential tenants. Quotes to be obtained from at least two contractors.

A number of tenants of overgrown allotments have stated they will bring these back into good, cultivated condition by mid-August. Other overgrown plots in Church Field will be included within the proposed maintenance schedule.

**Tenancy Agreement:** to be reviewed following concerns raised by current tenants.

**Annual Rent:** following further discussion agreed the full plots (250 sqm/10 rods) will be £50 per plot (£25 per half plot), per annum. Rent will be *reviewed* annually.

#### 13. **Correspondence**

Noted that most correspondence has been included within other Agenda items.

- Jubilee Tree in Churchyard: siting and species to be confirmed
- Bloor Land: confirmed by Bloor that brambles and weeds will be cleared from pathways and negotiations will commence with BDC regarding adoption of the land. Definitive maps will be produced to clearly outline the adopted land area.

14. **Finance: accounts for payment**

SSE	Footway Lighting	£155.69 (DD)
Norwich City Council	Installation of eight benches	£5,520.00
GJM Gardening & Fencing	Cut hedge on Corner Lane Allotments	£165.00
JNR Buildings Ltd	Toilet Project: Phase 6 complete	£9,876.58
Curtis Landscapes	Works on RB3 footpath	£18,247.42
	<b>Total</b>	<b>£33,964.69</b>

The above accounts were unanimously agreed for payment.

15. **Appointment of Responsible Financial Officer (RFO)**

Proposed by AM and seconded by GB to appoint Anne Cook; agreed unanimously. Contract to be drawn up to include six-month probation period.

16. **Clerk and Councillor Reports**

- Enquire with NCC if a bus stop by the Nest would be considered; this is likely to require significant highways work to provide a layby
- Again, noted that the level of water in the Beck is very high and poses a significant danger to children
- Suggestion for a Defibrillator to be placed in the north of the Village: ask views of the Bowls Club to place one close to or outside their building
- Highways have confirmed that a barrier from Kingfisher Meadow to Green Lane will be installed to safeguard pedestrians and cyclists when accessing onto the road
- Street Licenses needed to place two new noticeboards within the village: by bus stop opposite Cripps development and on Flagcutter Way
- Roundabout at Kingfisher Meadow: confirmed this will not be adopted by NCC until March 2022

17. **Questions from the Public**

None were raised.

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

Monday 6<sup>th</sup> September

Monday 4<sup>th</sup> October

Monday 1<sup>st</sup> November

The meeting ended at 9.30 pm