

# HORSFORD PARISH COUNCIL MINUTES

Date of Meeting: January 6<sup>th</sup>. 2020

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

Members of the public voiced concern at the frequency and speed of traffic on Holt Road, particularly HGV's. The Clerk would write to the Camera Safety Partnership to ask whether any data was available. Cllr.Adams would make enquiries about the costs of camera installations.

- a) **Police Report** 18 incidents had been recorded during November.
- b) **County Council Report** Cllr.Adams would chase an answer from Highways to drainage issues in Dog Lane and Flagcutters Way.
- c) **District Council Report** Cllt.Thomas was chasing up CCTV installations at the Haveringland Road car parks and would be submitting a written report to the planning committee on the DW Homes application for an increased number of homes.
- d) **Planning**
  - 20191850 Utility Block at Horsford recreation ground – no objection.
  - 20191861 Bell Farm – conversion of redundant barn into four bedroom dwelling. – no objection.
  - 20191788 Glebe Farm – change of use from agricultural land to self storage facility with office and car park. - The Parish Council object to the size of this proposal (up to 100 units) and in particular the effect on traffic in Brewery Lane which is extremely congested, particularly at peak periods. This could be alleviated by the introduction of a left filter lane leading back from the junction with the NDR. The Council are also aware that this site is outside the current local development plan and ask for a consistent approach by the Planning Authority.
  - 20191960 Caipie, Church Street. – demolition of outbuilding to form new detached garage – no objection.
  - 20191892 1887a Holt Road – One and half storey side extension – The Council were very concerned at the size of the extension which would bring it very near to the boundary with 1b Gordon Godfrey Way. This could lead to maintenance difficulties for both properties in the future. The resident at 1b had received no notification and the planning department would be asked to check their procedures.
  - 20191964 Mill Lane Farm – development of eight single storey dwellings – no objection but again neighbouring properties had not received notification.
- e) **Allotments** The Clerk reported that one more plot had been let at Church Field.
- f) **Full Council**
  1. **Apologies** were noted as above.
  2. **Declarations of Interest** were recorded from Chris Brown, Joanne Keeler and Angela Makinson as HVHMC members.

3. **Minutes** of the December meeting were confirmed and signed,
4. **Reports** The Clerk confirmed that NCC could paint the speed limit on the road at the proposed gateways at a cost of approx. £200. This was accepted. BDC had confirmed that s.106 money could be used to fund the Parish Council's contribution to the joint scheme for additional play equipment. BDC planning department had rejected the use of the Parish Council's code of conduct for developers. Cllr.Adams would pursue this. There were no further developments on the Church Field lease at this stage. The Website had been amended and was now compliant with current legislation.
5. **Toilet Block** It was agreed that subsequent to planning permission being granted the next stage (obtaining quotations) would be managed by the sub-committee set up at the July 2019 PC meeting. All tenders would be sent to the Clerk in sealed envelopes in accordance with financial regulations.
6. **Neighbourhood Watch** The possible involvement by the Parish Council was discussed and it was decided to bring this up at the forthcoming SNAP meeting and also the Clerk would write to the Constabulary to ask for further information.
7. **Welcome Pack** This was now on the Council's website and it was agreed that the format should be amended to make it easier to access from a smart phone. The Council accepted a quotation of £770 to print 1,000 hard copies which could be distributed to new residents / developers / estate agents etc.
8. **E-mail circulation** After some discussion it was agreed that the Clerk's current procedure did not require amendment.
9. **Action Plan Working Group** The new "Outpost" group to engage with young people had been formally constituted and would start at the end of January. Following the decision to proceed with the joint venture with Broadland DC for play equipment at Park View there will be a pre-installation consultation leaflet drop in the area inviting comment.
10. **Correspondence** A letter had been received from BDC head of planning to enquire whether the Parish Council had considered investing s.106 funds in the Nest. This was felt to be inappropriate and the Clerk would write to him asking for assistance in identifying potential recreational land.
11. **Accounts passed for payment**

HVHMC	Room Hire, Repairs and Tree Survey (inc.VAT)	£599.40
J.Graves	Salary & Expenses (3 <sup>rd</sup> ..qtr. inc PAYE)	£2467.21
Ashfords	Grounds maintenance (inc.VAT)	£705.94
Info. Comm.	Annual Fee	£40.00
T.T.Jones Ltd.	Quarterly maintenance (inc.VAT)	£557.96
S.Jackman	Website compliance fee	£45.00
12. **Clerk's and Councillors' Reports** The Clerk would chase highways for responses to e-mails after the Dec. meeting. The Clerk was asked to look at a one off road sweep for Brewery Lane. The VHMC was asked to look at the costs of leaf clearance on the rec. ground and the adjacent path.
13. **Questions from the public** None
14. **Next Meeting** Monday February 3<sup>rd</sup>. 7.15 p.m.