

**Minutes of the Meeting of Horsford Parish Council  
held on Tuesday 2<sup>nd</sup> January 2024 at 7pm at Horsford Village Hall**

**Attendance:** Cllr Brown (Chair), Cllr Johnson, Cllr Keeler, Cllr Makinson, Cllr McClure, Cllr Tony Adams (County Councillor), PC Matt Hill, Sarah Vergette (Clerk).

1. **Apologies:** Cllr Clarke
2. **Co-option of Councillors:** This item will be kept on the agenda for the time being.
3. **Declaration of Interests:** Members of VHMC declared an interest in village hall matters.
4. **To approve as accurate minutes of the previous meeting.** The minutes of the previous meeting, having been circulated were **approved**.
5. **Public participation session**
  - a. Public. None.
  - b. County Councillor. Cllr Adams reported that he and Jerome Mayhew MP are asking for a meeting with Highways to discuss the refuges and to see what can be done about them. Cllr Adams went on to say that this would be his last full year as a County Councillor, he will not be standing for re-election in 2025.
  - c. District Councillors. None.
  - d. The police report had been circulated and was noted. PC Hill reported on the road traffic accident which occurred on 24<sup>th</sup> December. The Police are looking at data analysis relating to how many accidents, collisions or near misses happen on the crossings. Evidence will be provided once the investigation has concluded.  
PC Hill went on to say that there will be a 'Walk to School Week' starting on 4<sup>th</sup> March. Parents and children are encouraged to walk to school for environmental and health benefits, this needs to be advertised.  
The Police have made regular visits to the Social Club to visit those with learning difficulties. They have also been responding to anti-social behaviour in the village. A ticket has been issued to a bike rider in Mill Road.
6. **Village Hall Committee**
  - 6.1 Nothing to discuss.
  - 6.2 A contract had been drafted and was agreed. The contractor will commence working for the Parish Council on 1<sup>st</sup> April.
  - 6.3 A contract for cleaning the public toilets had been drafted and was agreed. This contract will commence on 1<sup>st</sup> February.
7. **BAP**
  - 7.1 Nothing to discuss.
8. **Finance**
  - 8.1 To approve payments:

a.	Clerk salary & expenses	£1434.95
b.	A Makinson – Zoom	£15.59
c.	Horsford Village Hall – hire	£20.00
d.	HMRC	£313.44
e.	Ashfords (roundabout)	£756.00
f.	TT Jones	£519.72

## **Agreed.**

- 8.2 To agree the bank reconciliation. **Agreed**
- 8.3 To discuss a grant to the Brownies. It was agreed to donate £350.
- 8.4 To discuss the 2024 – 2025 Precept. It was **resolved** that the Precept should remain the same, in the sum of £78,407. This would result in a decrease of 2.79% in the Parish part of the Council Tax.
- 8.6 To discuss a donation to churchyard grass cutting. There was much discussion regarding this matter. It was agreed to invite the Reverend to meet with the Parish Council prior to the February meeting to discuss the grass cutting provision for the churchyard.

## **9. Allotments**

- 9.1 A draft scope for the Allotment Committee had been received. It was agreed that representatives to the committee should be elected by the allotment tenants. It was noted that all decisions will remain with the Parish Council.

## **10. Planning**

- 10.1 Planning application 2023/3785, Low Meadow - single-storey rear extension. The main concern is the parking of construction vehicles on Church Street because of speeding motorists on their way from the A140 to the Holt Road. There could be high risk of an accident unless these vehicles park off road.
- 10.2 Planning application 2023/3815, The Cottage 15 Corner Lane - 1. Single storey rear extension. 2. Internal & external repairs to include:- removal of 2 No stacks, re-alignment of front roof, installation of 2 No windows & replacement front porch. There was limited information relating to this application.
- 10.3 Planning application 2023/3826, Chestnut Farm Dog Lane - Variation of condition 2 of 20221073 - Amendment to design. Removal/Variation of Condition (S73/ S19). There is little difference from the previous application.
- 10.4 Licensing application Church Farm Guest House – noted
- 10.5 A Prior Notification application 2023/3632 has been made for 1 Greenwood Drive. The Parish Council has not been consulted on this but the observations will be sent to BDC.

## **11. Clerk and Councillors reports**

- 11.1 The application for a Pride in Place Grant for Outpost had been sent to the Parish Council, this was approved and the application will be sent.

## **12. Highways**

- 12.1 It was noted that a grit bin would cost £250. The Highway Engineer had however indicated that Memorial Way was on his 'wish list' for gritting in the next season. It was agreed to wait and see if there is an issue this winter.
- 12.2 Cllr Makinson had been in contact with the Police regarding the accident on the crossing. An email had been drafted and it was agreed to send this to Highways, Royal Haskoning DHV, the District and County Councillors.  
It was further agreed that the project for a pedestrian controlled crossing was a high priority for the Parish Council and should be pushed forward.  
There was agreement to ask Royal Haskoning DHV for quotes to carry out a feasibility study and to project manage the project.  
It was also agreed that the project would be funded from CIL monies.

This will be publicised so that parishioners can understand what the Parish Council is doing. BAP will also put updates on their Facebook page. The Parish Council Facebook page will ask for parishioners to inform the police of any incidents on the crossings.

**13. Biodiversity Policy**

- 13.1 Cllr McClure will re-word the policy which will be discussed in February.  
Cllr Makinson reported that Horsford Parish Council had agreed to be involved with the Norfolk Green Care Network Nature Recovery Project and this might be useful to insert into the policy. Cllr Makinson had attended a Zoom meeting, the Network is trying to get farmers involved and will be approaching Anglian Water for funding.

**14. Date of the next meeting. Monday 5<sup>th</sup> February** at 7pm. Items for the agenda should be sent to the clerk by Monday 29<sup>th</sup> January. There being no other business the meeting closed at 8.26pm.

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Chair

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Date