

**MINUTES OF THE MEETING OF HORSTEAD WITH STANNINGHALL PARISH COUNCIL  
HELD BY ZOOM, ON WEDNESDAY 5 MAY 2021 AT 6PM.**

**Present:**, Cllrs, Mrs C Fleming (Chair), Mr C Jones, Ms P Weightman, Mr A Browne, Mrs M Gurney, Mr T Cain, Mr D Hales and Mrs D Williams

**In Attendance:** Cllr J Copplestone (BDC), Suzanne Hall (Parish Clerk) and three members of the public.

**1. Elections**

- (a) Chairman: Mrs Fleming was unanimously voted in as Chairperson. There were no other nominations. Mrs Fleming will email the clerk with her acceptance of the role. Mrs Fleming took the chair.
- (b) Vice Chair: Mr Cain was unanimously voted in as Vice Chair. There were no other nominations. Mr Cain will email the clerk with his acceptance of the role.

**2. Declarations of Acceptance of Office and Disclosure of Pecuniary Interests**

To note that these have all been completed and signed by the Councillors. Disclosure forms are held by Broadland District Council and are on the Parish Council website.

**3. The Council AGREED to continue to accept the General Power of Competence**

**4. Apologies**

Apologies from Cllr F Whymark (NCC) were received.

**5. Declarations of Interest**

- 9) Planning app **BA/2021/0142/TCAA** - crown reduction of Poplar tree - Mrs Fleming - owner

**6. Public Forum**

- Cllr J Copplestone (BDC) provided an overview of her current involvements – see summary reports at end of these minutes.
- There were no comments from the public

Cllr J Copplestone departed

**7. Minutes of the Meeting of 14 April 2021**

The minutes of the last Parish Council Meeting were

**AGREED – TO BE SIGNED**

**8. Finance**

**(1) Payments Received**

1<sup>st</sup> half of precept £13,000.00

**(2) Payments for Approval**

Zurich - Insurance premium - year 3 of 3 year deal	£1202.96
Donation to Broadland Tree Network - budgeted	£25.00
Viewtec Signs - 3 x 'polite notice' for Mill Road	£132.44
Westcotec - 3 posts for polite notice signs	£320.40
Expenses - Mr Jones - Playground protective caps (inc travel)	£17.46
P Carrick - Internal Audit	£100.00
NW signs - emergency contact detail sign for playground	£27.00
Litter picking for April	£36.00

**All unanimously APPROVED**

**(3) Payments for information only - previously agreed direct debits and standing orders**

Veolia - bin lifts in March collected 28/04/2021	£56.04
Payroll April 2021	£992.66

**(4) Neighbourhood Plan**

None

**(5) The Financial Risk Assessment** was APPROVED - to be signed

**(6) The Governance statement 2020-2021** was APPROVED - to be signed

**(7) The Statement of Accounts 2020 – 2021** was APPROVED - to be signed

**(8) The Asset Register** was APPROVED

(9) **Internet banking assess** was APPROVED for Mrs Fleming and Mr Browne. Mr Jones will be removed once the others are set up.

## 9. Planning

- **FUL/2020/0045 - Horstead Quarry** - document 20210420 email Heatons - (Norfolk County Council website) - request to vary wording under condition 7 with regards to replanting season - **NO COMMENTS**
- **BA/2021/0142/TCAA** - crown reduction of Poplar tree - Horstead House, Horstead - **NO COMMENTS**

## 10. Parish Clerk and Chairman

- (1) June meeting - Do to current COVID regulations and the expiration of virtual meetings, it was unanimously AGREED that the June meeting would be cancelled. A resolution was passed to allow delegated authority for the Clerk with regards to planning applications and payments. Action taken by the Clerk will be noted at the next meeting.
- (2) Two Jays farm - The Planning Enforcement team at Broadland District Council have been informed of Parishioners concerns.
- (3) Oak Tree at Randells - NCC Highways have accepted ownership and, with their permission, Mr Jones has removed the metal railings. As agreed with NCC Highways, he will install the commemorative plaque on a wooden post near to the tree when he acquires a post.
- (4) Climate change - Ms Weightman advised that any space in the Marlpit, in excess of our monthly notes page, would incur a cost as the Marlpit needs to cover their own costs. The Marlpit has an Eco Warrior and it was suggested that any items of interest could be passed to them.
- (5) Queen Elizabeth II Platinum Jubilee - June 2022 - any suggestions should be emailed to the Clerk prior to the July meeting. One suggestion was a plaque on the green by the Tithe Barn. This would be a low maintenance, but long lasting, commemoration and could be accompanied by a street party to celebrate it's 'unveiling'.
- (6) Mobile Post Office - Mr Cain is awaiting confirmation regarding details. He has asked the Post Office to reconsider their proposal that, initially, the van will only visit one day a week and that will be at Coltishall village hall.
- (7) An enquiry has been made, via the Community FB page, about keeping bee hives at the Mill. No follow up details have been received.

## 11. Highways & PROW

- (1) Verge between Rectory Road and the Recruiting Sergeant - Clerk to set up meeting
- (2) Mill Road parking notices - the 3 posts have been installed and Mr Jones will attach the signs when they are delivered. A parishioner has also purchased a sign to install on their property.
- (3) The PROW issues within the Parish have been logged and are being monitored by Mr Jones.
- (4) The hole on Heggatt Road has not been fixed yet.

## 12. Pond & Trees

- Mr Jones 'signed off' a volunteers Duke of Edinburgh evidence form.
- The Broadland Tree Network have assigned Stuart Life as the Broadland Tree Warden for Horstead and for Coltishall.

## 13. Horstead Mill

- (1) **Micro Power Generation** - The clerk will ask for quotes for legal advice as we need someone to look through the deeds to see if this development is permitted before we progress the matter further.
- (2) **CCTV** was discussed. Mr Browne will investigate further. PC Lucas Ward has the Mill on the surveillance route.

## 14. Playing Field

- (1) Inspections are now being carried out weekly by Mr Jones and reported on the community Facebook page. The field is drying out.
- (2) HAGS will carry out the Annual Inspection in May and will fix the zipwire seat and buffer when they do the zipwire inspection - Currently awaiting dates

- (3) Mr Jones has installed the contact detail overlay on the playground sign, has fixed the safety covers on the monkey bars, replaced the gate latch and has repaired a handhold/foothold on the mini climbing wall. The emergency services sign will be installed when received.

#### **15. Speedwatch and SAM2**

- Speedwatch is operational again. A session last week recorded a vehicle travelling in excess of 60mph in a 40mph zone on Hautbois Road, This has been reported.
- The SAM2 will remain in Coltishall until 9 June.

#### **16. Community Spirit**

- All is currently on hold.

#### **17. Neighbourhood Plan**

Due to Covid-19 legislation, no referendum can take place until May 2021. No meeting will be held until the documents are returned from BDC.

#### **18. Police report**

Reports circulated

#### **19. Co-option of new Councillors and Training** - Gary Bagge, Sheryl Corp and Allan Kirby were co-opted onto the Parish Council. The clerk will provide forms to be completed and returned.

New Councillor training was APPROVED for all new Councillors.

Chairman training was APPROVED for Mrs Fleming

#### **20. Training meetings and consultations**

##### **Events attended:**

None

##### **Upcoming events:**

None

#### **21. Items for next agenda**

Standing items for monthly meeting and noting any delegated authority actions

#### **22. Date and Time of Next Meeting**

Parish Council meeting: Wednesday 14 July 2021 at 6pm in the main hall of the Tithe Barn.

**Jo Copplestone reported** - Unfortunately there was a serious road traffic accident in Coltishall at 3.30pm on Sunday 2nd May, involving a car and a cyclist on the junction of B1150 with Ling Way and The Hill, the road was closed and several police and an ambulance crew attended the scene, the cyclist was critically injured and taken to hospital. Local police are appealing for witnesses and if you have any information please email [Christopher.Leah@norfolk.police.uk](mailto:Christopher.Leah@norfolk.police.uk) or dial 101.

Heavy traffic on the B1150 is an ongoing problem in our villages and I have been in regular contact with our Place Shaping Manager, Paul Harris about the duty to cooperate cross border with North Norfolk DC in respect of their emerging local plan and the large numbers of proposed new homes in North Walsham. NNDC have commissioned Norfolk County Council to undertake highways assessment work to support their local plan, which should provide a technical basis to inform strategic or local impacts that need to be addressed when we finally organise a tripartite meeting with their planners.

As the Governments coronavirus lockdown restrictions ease further and the ongoing success of the vaccination programme we can all look forward to 17<sup>th</sup> May when our hospitality venues will be able to serve customers (of up to six people or two households) indoors, after such a cold spring this will be welcomed by both businesses and customers alike.

Young people have been one of the hardest hit groups economically affected by the pandemic, our councils are acting as a gateway provider in the Governments Kickstart scheme which supports 16 to 24 year olds who are not in employment or education. Kickstart gives young people an opportunity to get into work and offers businesses extra support to help them recover after Covid. As well as offering placements in our councils 'one team', the council has partnered many businesses across the two

districts and businesses that participate can claim 100% of the young persons pay back. If you would like more information on Kickstart email [kickstart@s-norfolk.gov.uk](mailto:kickstart@s-norfolk.gov.uk)

The council is re-starting the school holiday club Tots2Teens for children aged 5-16 years, offering four days of covid secure activities such as cookery, art, dyke dipping and bushcraft from 1<sup>st</sup> to 4<sup>th</sup> June, to book a place email [leisure@broadland.gov.uk](mailto:leisure@broadland.gov.uk).

I hope you all stay safe & well!

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