

## MINUTES OF THE MEETING OF HORSTEAD WITH STANNINGHALL PARISH COUNCIL HELD IN THE TITHE BARN, RECTORY ROAD, ON WEDNESDAY 11 MARCH 2020

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

**In Attendance:** Cllr J Copplestone (BDC), Cllr F Whymark (NCC), Suzanne Hall (Parish Clerk) and 4 members of the public.

### Public Forum

- Cllr J Copplestone and Cllr F Whymark (NCC) provided an overview of their current involvements – see summary reports at end of these minutes.

### 1. Apologies

None

### 2. Declarations of Interest

Item 5.4 – Mr Browne - owner

### 3. Minutes of the Meeting of 12 February 2020

The minutes of the last Parish Council Meeting were

**AGREED AND SIGNED**

### 4. Planning –

- **20200382 – Horstead Mill** – Tree work requested by Environment Agency – **NO OBJECTION**

### 5. Parish Clerk and Chairman

- (1) Jerome Mayhew – the clerk to suggest 12 June as a date for a meeting. Mr Pye to liaise with the indoor bowls club re use of tithe barn.
- (2) APM – On 13 May the APCM will be held at 5.30 and will be followed by the APM. The evening will end with Coffees etc in the Hayloft. Invitees – Pop up café, Good Neighbours Scheme, Neighbourhood Plan Group, Poors Land Trust, Horstead Trust, Church, Horstead Centre, Speedwatch and anyone else normally invited.
- (3) Water Tower correspondence – Mr Jones has put Anglian Water in touch with the Pop up café in case they wish to meet the public.
- (4) GNLP response – Standing Orders were suspended – James Matthews spoke on behalf of Coltishall Parish Council, he read through the response they would be submitting and gave some background and asked for Horstead Parish Councils support. It was agreed the clerk would re-circulate the response submitted at the last consultation and submit a new response. The clerk would also send round links so make it easy for councillors to respond as individuals if they so choose. Standing Orders were resumed.
- (5) Clerks review – following a job evaluation by NALC, it was **AGREED** that the clerks salary would be increased to the recommended pay point from 1<sup>st</sup> April.
- (6) Tarmac Quarry correspondence – Tarmac would like to meet the Parish Council in March/April ahead of a public consultation. The clerk to arrange a date.
- (7) Condolence book – Ms Weightman to pursue a bound book with Peartree Bindery.
- (8) The Q3 accounts have been examined by Mr Browne and

**APPROVED**

### 6. Finance

#### (1) Payments Received

Donation for VE day £50.00  
Donation for VE day £20.00

#### (2) Payments for Approval

February litter picking £15.00  
C Jones – travel for Playground refresher training £20.70  
Tithe Barn Hire for VE day celebrations expenses £48.00

**Proposed by Ms Weightman, seconded by Mr Cain and**

**APPROVED**

#### (3) Payments for information only – previously agreed direct debits and standing orders

Veolia – bin lifts in January collected 28/02/2020 £140.10  
Payroll February 2020 £727.07

#### **(4) Payments for authorising – Neighbourhood Plan**

None

#### **8. Highways and PROW**

- The Tithe Barn puddle will be fixed in the next 6 weeks
- Road markings at the roundabout will be re-painted
- Mr Jones to report the road surface issues on Rectory Road near the roundabout
- The graffiti on the post box will be removed

#### **9. Pond & Trees**

Nothing to report

#### **10. Horstead Mill**

- (1) Mr Jones has a copy of the title deed showing the previously discussed covenant. The document will be circulated.

#### **11. Playing Field**

- (1) Weekly inspections are being carried out by Mr Jones. The clerk will talk to the mole man.
- (2) The surface under the witches hat should be completed before the April meeting.
- (3) The surface under the large swing needs looking at.
- (4) Mr Jones has completed the refresher training
- (5) The shackles on the sky rider are showing signs of wear – wait to see outcome of professional inspection

#### **12. Speedwatch and SAM2**

- Mr Jones reported there are now three teams in place. 3 members in two teams and 4 members in the other team. Ideally there would be four teams of 4 volunteers. The speedwatch teams are active every week. PC Lucas Ward has contacted our speedwatch teams and asked them to provide a demonstration for the Aylsham speedwatch team which is currently being set up
- The SAM2 will remain in Horstead until 5 May.

#### **13. Community Spirit**

- **Fete** – plans are progressing well. Mr Cain will speak to the BA and EA about using the grass area beyond the Mill bridge. He will need the use of a generator for the PA system.
- **75<sup>th</sup> Anniversary of VE Day 2020** – a band has been booked, discussions held with the school about their involvement and with Colt Commons about the use of the commons etc. The next meeting will be on 23 March.

#### **14. Neighbourhood Plan**

The latest version of the plan is on the Parish Council website and at Wroxham Library. The Neighbourhood Planning team now need to receive comments. Flyers will go on the noticeboards and Facebook advertising a drop in session at the Tithe barn on Sunday 19 April from 3pm until 5pm.

#### **15. Police report**

Reports circulated

#### **16. Training, meetings and consultations**

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

VE 75th Anniversary Planning Meeting – 24 February – CJ, AB, BJ, Clerk

Playground refresher training – 26 February – CJ

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

Broads Parish Forum – 18 March - CJ

VE 75th Anniversary Planning Meeting – 23 March – CJ, AB, BJ, Clerk

Advanced excel – 25 March – Clerk

Chairmans networking – 30 March – CJ

SNAP – 2 April – CJ & PW

Tarmac Liaison – 24 April – CJ & MG

VE day celebrations – 8 May – village event

Fete - 8 August – village event

#### **17. Items for the Next Agenda**

Standing items for monthly meeting and Mill Road traffic/parking

#### **18. Date and Time of the Next Meeting**

Parish council meeting: Wednesday 8 April 2020 at 6pm in the Main Hall of the Tithe Barn, Rectory Road.

**Jo Coplestone reported** – Broadland District Council launched the ‘Member Grant Scheme’ last year, which provides £500 for each district councillor to invest in their ward. My grant money for 2019/20 year was equally divided between the ‘Good Neighbour Project’ and the ‘1st Coltishall Guide Pack’ and I am very pleased that it will benefit such great local causes. The 2020/21 Grant of £500 is available again from the 1st April so if you are a member of a community group in the Coltishall/Horstead area which needs financial assistance and will go towards helping local people, please contact me directly. Both Broadland and South Norfolk Councils have recently launched a career placement scheme called ‘Future Paths,’ which gives an opportunity for young people to gain invaluable experience working in our teams. We recognise that not every young person is suited to the school and exam environment, but this doesn’t mean they can’t thrive in the workplace, and this will be a unique chance to prove they have the work ethic, skills and enthusiasm to pursue a career path.

They will be helping plan the towns of the future, improve the environment or fight homelessness, working as part of Broadland and South Norfolk’s council team in a wide range of areas, from planning, environmental health or licensing to support local communities and businesses.

The scheme is open to anyone aged 16 or over, and will offer two to six week placements during the school summer holidays, as well as careers advice, C.V. writing and other personal development opportunities. Applications must be submitted online at [www.broadland.gov.uk/futurepaths](http://www.broadland.gov.uk/futurepaths) before 30th April 2020 and successful applicants will be invited to a recruitment day during May half term holiday.

**Fran Whymark reported** – Scottow Enterprise park, which is being managed indirectly by Norfolk County Council, now employs roughly the same number of people as the old RAF base used to employ (around 500). In addition to this there are also about 400 people employed by the prison service. Jo Coplestone has done a lot of work on the Woodland Park at Horsford/Felthorpe.