

**MINUTES OF THE MEETING OF HORSTEAD WITH STANNINGHALL PARISH COUNCIL
HELD BY ZOOM, ON WEDNESDAY 13 MAY 2020 AT 6PM.**

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

In Attendance: Cllr J Coplestone (BDC), Cllr F Whymark (NCC), Suzanne Hall (Parish Clerk), no members of the public – the public were invited via facebook and the Parish Council website.

1. Apologies

Apologies were accepted from Ms V Baker. Mr R Jennings was unable to attend due to technical difficulties on the night.

2. Declarations of Interest

None

3. Public Forum

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

4. Minutes of the Meeting of 8 April 2020 (carried out via email)

The minutes of the last Parish Council Meeting were

AGREED – TO BE SIGNED

5. Planning

- 20200852 – 42 St Margarets Close – Single storey rear extension – NO OBJECTIONS

6. Parish Clerk and Chairman

- (1) The decisions made via the email meeting last month were **RATIFIED**
- (2) Coltishall and Horstead Community support for COVID 19 – an emergency food parcel service is now being offered.
- (3) The Annual Financial Risk Assessment was **APPROVED**
- (4) The updated Asset Register was **APPROVED**
- (5) The Standing Orders have been revised due to Covid 19 legislation – these were **APPROVED**
- (6) End of year accounts – the deadline has been moved back 31 July – these are currently with the Internal Auditor
- (7) Badersfield – correspondence has been circulated. Jo Coplestone has provided more information in her report tonight.
- (8) New Memorial Bench request – Request declined as per previous Council agreement
- (9) Condolence book – **APPROVAL** was given for Ms Weightman to order the approved book
- (10) Correspondence has been received from resident about 'survey' of field on Mill Road. Mr Jones assumes this is relation to water assets as there are now studs and markings on the road. This has not been confirmed.

7. Finance

(1) Payments Received

1st half of Precept	£12,000.00
VAT for Q3 & Q4 2019/20	£435.38

(2) Payments for Approval

Zurich – Insurance from 1 June 2020	£1178.65
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Unanimously approved – two emailed signatures to be obtained

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

Veolia – bin lifts in March collected 28/04/2020	£112.08
Payroll April 2020	£966.37

(4) Payments for authorising – Neighbourhood Plan

None

8. Highways and PROW

- The Glebe Way puddle remains an issue, it has been reported and rejected for a third time. Mr Jones to provide Cllr Whymark with a timeline so he can take this forward.

- Mr Jones to report to Highways the trip hazard on one of the small footbridges at the Mill.
- There is an issue with dog mess around the village. The clerk to add a note to the Marlpit and to highlight the issue on the signs at the Mill.

9. Pond & Trees

The small fallen tree has been moved by the 'Pond Manager' and a Parishioner. Wildlife appears to be thriving.

10. Horstead Mill

- (1) The litter pickers have stopped working at the request of the Parish Council. Mrs Fleming is making sure the small green bin is emptied. She hasn't encountered any issues.
- (2) The police have been in regular attendance ensuring people are following lockdown regulations. The Parish Council had put up signs advising what wasn't permitted. These will now be replaced to comply with the current guidelines.

11. Playing Field

- (1) Weekly inspections – these will resume when the playground re-opens. The changes announced by the Government on 11 May state that the playground currently needs to remain closed.
- (2) Annual inspection – This should be carried out in May
- (3) A Parishioner advised that a man and a dog had been seen on the locked playground

12. Speedwatch and SAM2

- Mr Jones reported that no Speed Watch sessions being held at present on the advice of Norfolk Constabulary.
- The SAM 2 spent a week on Norwich Road before going over to Coltishall. The data for the two weeks showed that the traffic volume is considerably less (due to lockdown), but the issue with speeding has increased.
- The Police reported that: Our safety camera team colleagues spent some time on the bridge at Coltishall on the 7th May looking up towards North Walsham on the main road. He recorded 41 drivers exceeding the speed limit. - This is now a red site so they will be there at least twice a month. They have also been operating near the Post Office and near the Tithe Barn on Rectory Road in Horstead.

13. Community Spirit

- **Fete** – on hold
- **75th Anniversary of VE Day 2020** – it was reported that although the village-wide event was put on hold, many parishioners celebrated in their front gardens.

14. Neighbourhood Plan

The latest version of the plan is on the Parish Council website. The Neighbourhood Planning team now need to receive comments. This has been advertised on the Community Facebook page. Due to covid 19 legislation, no referendum can take place until May 2021.

15. Police report

Reports circulated

16. Training, meetings and consultations

Events attended:

NALC clerks online conference – 8 April - Clerk
 NPTS conference 21 April - Clerk
 BDC phone in meeting – 1 May – Clerk
 COVID 19 support group meeting – 5 May – Clerk

Upcoming events:

Weekly clerks online conferences – NALC and NPT&S - Clerk
 SNAP – TBA – CJ & PW
 Tarmac Liaison – TBA – CJ & MG

17. Items for the Next Agenda

Standing items for monthly meeting

18. Date and Time of the Next Meeting

Parish council meeting: Wednesday 10 June 2020 at 6pm via Zoom.

Jo Coplestone reported - A great number of Volunteers have come forward as part of 'Volunteer Norfolk' and along with our Norfolk Resilience Forum, are all doing a great job supporting neighbourhood groups. In Coltishall & Horstead our Good Neighbours Group headed by Julie Douglass are doing an amazing job supporting those in the community who need our help at this difficult time. If you need our help call Matt at our 'Help Hub' can be contacted on 01508 533914 or via email communities@s-norfolk.gov.uk and for residents who need our financial support please phone 01508 533933.

The UK Government has announced its 'Covid-19 Recovery Strategy- Our Plan To Rebuild' on Monday which outlines its Economic Recovery Plans, with the objective of 'saving lives & saving livelihoods, maximising health, economic and social outcomes', and ensuring 'fairness to all people and groups'.

Garden Centres (Plants only), Golf Courses, Estate Agents are all back today (13th May) along with Construction, Manufacturing and Research, General Retail is opening on 1st June, and Hospitality and Leisure early July, all dependent on how the virus is contained.

Businesses in our market towns & villages in Broadland continue to be affected by the lockdown, more than 90% have now received the Business Support Grant. In response to Governments Covid Recovery Strategy our local council teams are working together in planning a co-ordinated response to protect jobs and grow business, which will be announced shortly

Fran Whymark reported - Life looks quite different for us all currently. Maybe it has been a time to reflect and think about what is important for our family and community. I have been working with local voluntary groups and would like to thank all of the volunteers who have been collecting medication, shopping and generally supporting the wellbeing of our vulnerable residents.

As of 12/05/20 Norfolk has 1928 and Broadland 255 confirmed cases of Coronavirus and a total of 327 deaths in Norfolk.

Compared to many areas of the country these figures are low but we must not be complacent. To ensure this continues to be the case we must follow the Government advice and stay home, as much as possible. Only going out for essential journeys and working from home, if possible.

Broadland District Council (BDC), South Norfolk Council (SNC) and all District Councils have been working together with Norfolk County Council (NCC) as part of the Norfolk Resilience Forum. The NCC helpline for vulnerable residents is 0344 8008020, Monday to Friday 9 AM to 5 PM , more information at www.norfolk.gov.uk.

Unfortunately many families will be under additional strain and this can lead to domestic abuse, adult and child abuse. NCC recently started a campaign 'See Something, Hear Something, Say Something'. Everyone should be safe in their own home but this isn't always the case. Call 0344 800 8020 to raise a concern about abuse or 999 in an emergency. The National Domestic Violence Helpline is available 24/7 on 0808 2000 247. Remember you are not alone.

The Help Hub for BDC is now open seven days a week, taking 15,000 calls, 4000 home visits and making over 5000 calls to shielded residents to date. If you need support including financial support

or would like to make a claim for Council Tax Reduction or Housing Benefit call 01508 533933 or complete the online form at www.broadland.gov.uk/coronavirus.

The Housing Team at BDC/SNC have worked hard to secure additional accommodation in Coltishall, at the old Officer's Mess, for 20 residents who would otherwise be homeless or in bed and breakfast accommodation. They are all provided with three meals a day which is being supplied by a local pub. The Officer's Mess is also being used by the Home Office to provide accommodation for asylum seekers. I am having regular weekly updates from the Home Office, BDC Housing Team and all interested parties to ensure that all vulnerable people in the Broadland area get the support they need.

I am pleased that Broadly Active now has its own YouTube channel at www.youtube.com/channel/UCj7Hf43ELyvgWcpesDAgVJw. To ensure we all get some exercise while staying at home you can now access routines from 5 to 35 minutes long. These routines are suitable for all of us, to improve or maintain our physical and mental wellbeing at this difficult time.

BDC continues to support local businesses with Business Support Grants. 1915 businesses have been paid grants up to £25,000. This is 87% of all businesses in Broadland. There are still 291 businesses who have not accessed support. Call (01603) 430449 to discuss your situation with one of the team or complete the online form at www.broadland.gov.uk/coronavirus.

Working together we will ride this storm. Perhaps in a few months time we will return to some semblance of normality, to a kinder more thoughtful society.