

## HORSTEAD WITH STANNINGHALL PARISH COUNCIL

You are summoned to participate in the resolutions (decisions) of the Parish Council via Zoom Video Conferencing on Wednesday 11th November 2020 at 6.00pm.

The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 enables Parish Councils to hold meetings remotely from 4th April 2020 to 6th May 2021 and remove the requirement to hold annual meetings.

This meeting is open to all members of the public to attend virtually. If you wish to attend please contact the clerk via email on horsteadclerk@gmail.com or leave a message on 07476 952824 and an invitation will be sent via email to you.

Please note our meetings may be recorded to enable clerk to host the virtual meeting and refer to the recording for minute taking and evidence of resolutions made.

*Suzanne Hall*

Suzanne Hall 6 November 2020  
Parish Clerk

### AGENDA

#### Public Participation

In law, members of the public are not allowed to speak when meetings of the Parish Council are in session. As a result, the clerk will automatically mute public participants on Zoom. The Council recognises, however, that members of the public may wish to make submissions related to items on the Agenda or raise concerns for discussion at a future meeting and will therefore permit them to do so briefly in the Open Forum. Once the Open Forum ends no further public participation will be allowed, unless specifically invited by the Chairman/Clerk for a point of clarification, in which case a vote will be taken to suspend standing orders. (See Notes for the Public Attending Parish Council Meetings).

**If you wish to speak at the meeting please let the clerk know in advance so that this can be arranged accordingly. Please note we will not allow public to speak unless a submission has been made in advance of the meeting.**

#### 1. Apologies and resignation

To receive and consider apologies for absence and resignation

#### 2. Declarations of Interest

For all members to declare interests for this meeting

#### 3. Open Forum

- 1) Reports from County and District Councillors
- 2) Public Participation

#### 4. Minutes of the Meeting of 14 October 2020

To approve the minutes of the last Parish Council Meeting (Circulated).

#### 5. Planning

**20201874** – The Glass Barn, 2 Stanninghall Road - Conversion of Existing Garage to a Granny Annex living accommodation

**20201958** – Alexandra Villas, 1 Norwich Road, Horstead - Proposed division of dwelling into semi-detached dwellings with separate access and curtilage

**20201944** - Heath Farm House, Heggatt Street - Proposed extensions to main house including single storey side extension and a two storey extension providing ancillary accommodation, a proposed detached garage and stable building

To inspect plans please go to [www.broadland.gov.uk/plans](http://www.broadland.gov.uk/plans) and type in the application number. Alternatively they may be viewed at the offices of Broadland District Council, Thorpe Lodge, 1 Yarmouth Road, Norwich NR7 0DU. Links have been provided for Broads Authority and NCC applications.

Any planning applications received after agenda set.

#### 6. Parish Clerk and Chairman/Councillors

**Clerks items not on agenda**

- 1) Vacant seats on Council

**Chairman's/Councillors actions not on the agenda**

- 2) If anything

#### 7. Finance

##### (1) Payments Received

None

##### (2) Payments for Approval

Litter picking for October – if invoice received

£????

D Tyson – Surface under rocking horse – if invoice received

£????

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

Veolia - Bin Lifts in September collected 28/10/2020	£140.10
Veolia annual duty of care payment	£51.06
Payroll October 2020	£992.66
<b>(4) Payments for authorising - Neighbourhood Plan</b>	
None	

#### 8. Highways & PROW

1. Traffic and parking – Mill Road and the Mill – awaiting update Mr Le-May.
2. Highway ranger visit – update from clerk if available
3. Other issues – Mr Jones and Mr Cain

#### 9. Pond & Trees

Fallen willow tree – to consider quote received

#### 10. Horstead Mill

1. Ash Die back tree – update from clerk
2. Broads Authority letter – Issues with willow tree – update from clerk

#### 11. Playing Field

1. Fortnightly inspections – update Mr Jones
2. Correcting contact details and adding details for emergency services, post code etc. to the large sign - Update Mr Jones
3. Cleaning – update from Mr Jones
4. Fence posts – update
5. Surface under rocking horse – being carried out week starting 2 November while Playground closed - update Mr Browne
6. Mole control – being carried out week starting 2 November – Playground to be closed – update clerk

#### 12. Speedwatch and SAM2

- Speed Watch sessions – update from Mr Jones – Norfolk Constabulary advised these are cancelled as of 2 November due to lockdown.
- SAM 2 update from Mr Jones

#### 13. Community Spirit

All is currently on hold – Tarmac grant can be split between parishes for community use.

#### 14. Neighbourhood Plan

No meetings - No referendum can take place until May 2021

#### 15. Police report

Circulated

#### 16. Training, Meetings and Consultations

##### Events attended:

Tarmac Liaison - 23 October – Mr Jones – Bullet points circulated  
 NPT&S clerks network – 10 November - Clerk

##### Upcoming events:

Advanced Excel training – 16 December – Clerk

#### 17. Items for the Next Agenda

Budget

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

Parish council meeting: Wednesday **9 December 2020** at 6pm via Zoom