

**MINUTES OF THE MEETING OF HORSTEAD WITH STANNINGHALL PARISH COUNCIL
HELD BY ZOOM, ON WEDNESDAY 10 MARCH 2021 AT 6PM.**

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

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

1. Apologies

Apologies from Mr T Cain was received and accepted.

2. Declarations of Interest

11.4) Swings safety surface quote - Mr Jones - relative

3. Public Forum

- Cllr J Copplestone (BDC) and Fran Whymark (NCC) provided an overview of their current involvements – see summary reports at end of these minutes.
- Cllr F Whymark advised that the remaining funds, of about £4,000, from his members fund would be put towards the Highways project to improve drainage on Rectory Road.

4. Minutes of the Meeting of 10 February 2021

The minutes of the last Parish Council Meeting were

AGREED – TO BE SIGNED

5. Finance

(1) Payments Received

Q3 VAT reclaim £338.50

(2) Payments for Approval

J Rice - litter picking for January and February £45.00

NPT & S Annual subscription from April 2021 £204.75

NALC Annual subscription from April 2021 £214.00

All unanimously APPROVED

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

Veolia - bin lifts in January collected 28/02/2021 £56.04

Payroll February 2021 £992.66

(4) Neighbourhood Plan

None

6. Planning

- No planning applications were received.

7. Parish Clerk and Chairman

(1) The advert for new Councillors has resulted in some enquiries and potential new Councillors attending this meeting.

(2) Annual Parish Meeting - a date of Wednesday 28 April at 6pm was agreed. This will be Via Zoom. The Clerk will issue invites. A notice will be put in the next Marlpit and then on the Community Facebook page.

(3) It was AGREED to appoint Paul Carrick as Internal Auditor for the 2020/21 year.

(4) APPROVAL was given to subscribe to both NALC and NPT&S for the 2021/22 year.

(5) The roadside advertising at the Recruiting Sergeant roundabout, which is on private land, complies with current permitted advertising. The advertising that is on Highways land may not comply and has been reported to NCC Highways.

(6) Oak Tree at Randells - Mr Jones has logged a request with the NCC Boundaries team to see who the land belongs to.

(7) Climate change - A twice yearly double page spread in the Marlpit has been suggested to provide eco friendly hints and tips - Ms Weightman to discuss with the Marlpit.

(8) Queen Elizabeth II Platinum Jubilee - June 2022 - Councillors to provide suggestions on how to commemorate this - bench/tree etc

(9) Mobile Post Office - Mr Cain and Mr Jones are liaising with the Post Office.

8. Highways & PROW

- (1) Verge between Rectory Road and the Recruiting Sergeant - At the suggestion of Mr Le-May another meeting will be set up between Highways, the Parish Council, our beat manager and Mr Colchester.
- (2) Mill Road parking by the Mill - Highways have advised that we can put signs up on Parish Council land (but not Highways land). Mr Jones will obtain quotes for posts and signs.
- (3) The PROW officer is trying to find out who owns the land next to FP7.
- (4) Mr Jones circulated a list of current logged issues. Mrs Fleming has reported the water leak by the Mill car park entrance.

9. Pond & Trees

Nothing to report except that the drainage ditch appears to be working well.

10. Horstead Mill

- (1) The **National Lottery Heritage Fund (NLHF)** have advised that they will support our efforts/investigations to raise funds by generating energy at the Mill. We will need to keep them informed of progress.
- (2) **Micro Power Generation** - Mr Jones has acquired links from the Environment Agency. 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.
- (3) **No swimming advisory signs** - the clerk to find images etc

11. Playing Field

- (1) Inspections are now being carried out weekly by Mr Jones and reported on the community Facebook page. The bottom of the field is currently waterlogged. Mr Jones to talk to the landowner about drainage ditches.
- (2) Approval was given for HAGS to carry out the Annual Inspection in May. The clerk will ask if they can fix the zipwire seat and buffer when they do the zipwire inspection.
- (3) We are waiting for the overlay for the phone number etc for the information board.
- (4) Mr Browne, Mr Jones and the Clerk met a provider to discuss the replacement of the safety surface under the swings. It was decided a permanent fix was needed. As no further quotes were received it was AGREED to go with original permanent fix quote.

12. Speedwatch and SAM2

- Speedwatch is on hold while we are in Lockdown 3 but could potentially re-start from 29 March, Mr Jones is waiting for further advice. The teams have been re-jigged so that Mr Jones isn't covering two teams, Mr Pye has kindly offered to fill one space.
- The SAM2 is currently on Norwich Road. The first two weeks of data have been circulated. It will spend a total of four weeks on Norwich Road before moving to Rectory Road, Horstead.

13. Community Spirit

- All is currently on hold.

14. Neighbourhood Plan

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:

Norfolk Police - Aylsham SNT Forum via MS Teams - 3 March - Mr Jones
Working from the cloud webinar - 4 March - Clerk

Upcoming events:

Planning enforcement training - BDC & SNDC - Mr Jones, Ms Weightman and the Clerk

17. Items for next agenda

Standing items for monthly meeting and GNLP

18. Date and Time of Next Meeting

Parish Council meeting: Wednesday 14 April 2021 at 6pm via Zoom.

Annual Parish Meeting: Wednesday 28 April 2021 at 6pm via Zoom.

Jo Copplestone reported - This last month has been one of the busiest for our One Team of council staff, who have been supporting our communities and businesses throughout the lockdown. Many of our staff are working effectively from home, having been well equipped with Laptops and Soft Phones, this successful 'new way of working' is expected to continue until the Summer and with so many colleagues working from home we are examining our accommodation needs for the future.

As our ambition is to improve efficiency and control cost across our two council's we are embarking on a Digital System Transformation Programme called 'SPARK'. This will begin with our elected Members software migrating to Office 365 in April, and we will be changing to a joint website and joint email by June this year.

So far the pandemic has not had a negative impact on levels of vacant retail space in our Market Towns & villages, with Covid-19 related funding of over £38m distributed to our businesses by the council, combined with full business rates relief for 2020/21 we hope our area will remain resilient to economic change. In the Chancellors budget, the extension the Furlough Scheme until September will limit the peak of unemployment, combined with Schemes such as 'Kickstart' to get young people into work, the council is looking at skills and training across our area to address any unmet need in service.

Now there is 'light at the end of the tunnel' with coronavirus levels falling and the success of the vaccination programme, we anticipate high levels of 'home tourism' throughout the Spring and Summer as the local economy gradually & safely reopens. Mindful of large numbers of visitors returning to our beautiful villages, I recently attended the Norfolk Parking Partnership meeting, and thanked the Parking Enforcement Team for the great work they did last Summer and asked for their continued support this year.

Fran Whymark reported – Awaiting report