

MINUTES OF THE ANNUAL MEETING OF HORSTEAD WITH STANNINGHALL PARISH COUNCIL HELD IN THE TITHE BARN, RECTORY ROAD, ON WEDNESDAY 8th MAY 2024 AT 6.30PM

Present: Cllrs, Mr M Stevenson (Chair), Mr A Browne (Vice Chair), Ms L Austin, Mr M Boakes, Mrs C Fleming, Mr D Hales, Mr J Langberg, Ms R McMaster, Mr I Tebble and Ms P Weightman.

In Attendance: Becky Furr (Parish Clerk), two members of the public and 3 representatives from Agora Architects.

Public Participation

Three representatives from Agora Architects presented drawings and information about a planning application for 5 new build houses on Buxton Road, Horstead. This has not been submitted yet and the applicants wanted to consult the council in advance. The dwellings are chalet style bungalows and will have an open section of land at the front of the housing where trees and wildflowers will be planted so that in time the dwellings will not be visible from the road. The applicant explained that the dwellings will be sustainable, including solar panels and wind turbines mounted onto the garages. Drainage will stay on site and will be part mains and part septic. As part of the conditions the applicant stated they would “lock” the open section in the front of the development and the land behind the dwelling gardens so that this can not be developed in the future. They will also provide a public footpath and extend the speed limit further away from the village. The consultants also mentioned that although the current plans showed a garden for each of the properties, this was not finalised and could be extended. They also said that there would be a drainage pond at the end of the properties (away from the road) and that whilst they would want to retain access to this, the planning application would state that no further develop development would be allowed to take place on the site.

A manager from Colchester Inns confirmed they are donating £150 at the community D-Day event.

The clerk read a report submitted by Cllr Copplestone regarding Broadland news matters. Please see the report at the end of these minutes.

Main Meeting

1. Election of chair and vice chair

Cllr Stevenson was unanimously nominated and elected as chairman. Cllr Stevenson signed the declaration acceptance of office form.

Cllr Browne was unanimously nominated and elected as vice chairman. Cllr Browne signed the declaration acceptance of office form.

Cllr Fleming was thanked for everything she has done for the parish in her role as chair.

2. General Power of Competence

Horstead with Stanninghall Parish Council AGREED it met the eligibility criteria for adoption of a General Power of Competence as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012. It was AGREED to adopt a general power of competence.

3. Apologies for Absence

These were received and ACCEPTED from Cllr Kirby, District Cllr Copplestone and County Cllr Whymark.

**MINUTES OF THE ANNUAL MEETING OF HORSTEAD WITH STANNINGHALL PARISH COUNCIL
HELD IN THE TITHE BARN, RECTORY ROAD, ON WEDNESDAY 8th MAY 2024 AT 6.30PM**

4. Declarations of interest and request for dispensations

Cllr Browne has a pecuniary interest in planning application 7a. The applicant is his business landlord.

5. Minutes

The minutes of the last parish council meeting held 10th April 2014 were APPROVED and signed by the chair as a true and accurate record.

7. Planning

a. 2024/0968 – Outline planning permission for 1 dwelling at the land north of the allotments, Frettenham Road with all matters reserved except for access. It was AGREED to request Cllr Copplestone calls this application to the planning committee as it is outside the settlement limit. Also if BDC are mindful to approve the application, conditions should include that all drainage and ecological assessments have been carried out before approval as this area to prone to flooding.

8. Finance

a. Payments Received and NOTED

BDC CIL Money	£909.87
---------------	---------

BDC Precept (1 of 2 payments)	£18,487.50
-------------------------------	------------

b. Payments APPROVED

C.Jones SAM2 Management – April	£35.79 (this included the paint for the SAM2)
---------------------------------	---

Zurich Insurance	£1529.28
------------------	----------

C.Moate – repair work to railings	£380.00
-----------------------------------	---------

CiM Signs & Graphics – Mill Signage	£249.60
-------------------------------------	---------

J.Rice – Litter Picking in April	£74.36
----------------------------------	--------

S.Hunt – Internal Audit	£135.00
-------------------------	---------

B.Furr – Clerks Expenses	£27.00
--------------------------	--------

c. Payments for information only – previously agreed direct debits and standing orders

Veolia Horstead Mill Bin - March	£70.42
----------------------------------	--------

B.Furr March 2024 Salary	£870.96
--------------------------	---------

HMRC March 2024 Contribution	£268.46
------------------------------	---------

Acceptacard LtdQR Fee	£11.94
-----------------------	--------

d. It was NOTED that the 3 HSBC accounts were switched to Unity Trust Bank and have been closed. The parish clerk has the permission to submit payments and Cllr's Fleming and Austrin have the permission to authorise payments.

e. The internal auditors report for 2023/24 was considered and it was AGREED to adopt the recommendations made.

**MINUTES OF THE ANNUAL MEETING OF HORSTEAD WITH STANNINGHALL PARISH COUNCIL
HELD IN THE TITHE BARN, RECTORY ROAD, ON WEDNESDAY 8th MAY 2024 AT 6.30PM**

f. The governance statements on the annual return for 2023/24 were APPROVED and signed by the chair and responsible financial officer (clerk).

g. The statement of accounts and bank reconciliation for 2023/24 were APPROVED and signed by the chair and responsible financial officer (clerk).

9. Highways & PROW matters

Two quotes for planters were considered. It was AGREED to accept the quote of £800 from TDP.

Two quotes were considered to pressure wash the bench at Glebe Way. The quote of £80 was accepted from Mr Moate. The clerk will ask Mr Moate to make any necessary repairs required on the bench.

A member of the public has raised concerns about four estate agent boards that have been crudely placed on Highways land on Green Lane. It was AGREED the clerk will write to the estate agents and ask them to relocate the boards or these may be reported for fly-posting.

10. Tree and Pond matters

Cllr Stevenson proposed an ecological survey is carried out on the pond and will speak with the relevant parties including Norfolk Wildlife Trust about this being undertaken.

11. Horstead Mill matters

a. Fundraising for the Mill – Cllr Stevenson confirmed the art work has been agreed and the signs have been ordered.

b. The Mill Heritage Sign – Cllr Fleming has taken the sign off her gate and will deliver this to Cllr Stevenson who has AGREED to obtain a quote to replace it.

c. Dog Bins – Cllr Hales reported that the two dog bins are overflowing and have not been emptied in two weeks. The clerk will report this to BDC.

12. Play Area Matters

Two quotes were considered to replace the damaged horse springy at the play area. The quote from Wicksteed of £4484.93 was APPROVED. A quote for David Bracey to carry out the annual play area inspection in May for £160 was APPROVED. Cllr Kirby provided a play inspection report which identified the two metal benches require repainting. It was AGREED the clerk will obtain a quote from Mr Moate who recently carried out maintenance work in the play area.

13. D Day Community Event

Cllr Browne confirmed that he is organising a miniature spitfire to fly over Lower Common. Cllr Browne is going to repaint the beacon. The risk assessment for lighting the beacon was reviewed and APPROVED. It was AGREED to jointly fund the quote for portable toilets for the event with Coltishall Parish Council. (£96.50 each).

Cllr Fleming is lending her gazebo for the event. Cllr Stevenson offered to help with putting the gazebo up on the 5th June.

14. Community Payback Scheme

There wasn't any suitable projects councillors could think of, so it was AGREED to decline the offer from probation services.

**MINUTES OF THE ANNUAL MEETING OF HORSTEAD WITH STANNINGHALL PARISH COUNCIL
HELD IN THE TITHE BARN, RECTORY ROAD, ON WEDNESDAY 8th MAY 2024 AT 6.30PM**

15. Community Action Norfolk

It was AGREED that the annual membership will not be renewed.

16. Items on the next agenda

Replacing the bus shelter on Norwich Road (same side as the Recruiting Sergeant)

Reviewing the lease and structural survey carried out at the Mill

Cllrs Langberg and McMaster give their apologies for the next meeting

17. Next Meeting

Wednesday 12th June 2024 at 6.30pm in the main hall of the Tithe Barn.

Meeting closed at 19.54.

News from Broadland District Council- May 2024.

A whole year has passed since the Rainbow Alliance, a partnership comprising of the Liberal Democrats, Labour & Green's took control of Broadland District Council. The administration has set a new Council 'Corporate Plan' for the period 2024 to 2028, which outlines the council's priorities, alongside a two-year delivery plan detailing projects to achieve the council's four strategic objectives:

Empowering individuals & communities; 132,000 people live in our area and the number of residents who are physically active is higher than average, plus Broadland has a lower-than-average crime rate. The Member Ward Grant has been doubled to £1,000 and a Community Grant Fund of £50K has been created to support community groups.

Providing the right homes in the right places; by 2038 the household projection is a 12% increase, 22% of our residents rent their homes, while 78% own their home, and the number of households in the social rented sector increased in Broadland between 2011 & 2021.

A cleaner, greener Broadland; with 21 conservation areas and 49% of household waste recycled, the council declared a 'Climate Emergency' in July 2023.

A sustainable, resilient local economy; Broadland has three market towns, 84% of working age residents are in employment, but 14.8% of our residents are currently economically inactive. 500 businesses start up per year, with a higher than average first year survival rate for new businesses.

If you would like to view the Corporate Plan, it is available on our website: 'Broadland District Councils Strategic Plan 2024-2028'.

Kind regards,

Cllr. Jo Copplestone

Cllr.jo.copplestone@southnorfolkandbroadland.gov.u