

## HORSTEAD WITH STANNINGHALL PARISH COUNCIL

All Councillors are summoned to a Meeting of Horstead with Stanninghall Parish Council which will be held in the Main Hall of the Tithe Barn, Rectory Road, on Wednesday 14 July 2021 at 6.00pm. This meeting is open to members of the public (but see below).

**TO ALL ATTENDING** Please note that we are back to face-to-face meetings. Please do not attend if you are feeling unwell in any way, or have been close to anyone who has any symptoms of Covid-19. You may wish to take a lateral flow test which are available from your local pharmacy or online at <https://www.gov.uk/order-coronavirus-rapid-lateral-flow-tests>. Please practice social distancing and use the hand sanitisers by the doors. Please wear a face mask unless you are exempt. Masks may be removed but only while you are seated.

*Suzanne Hall*

Suzanne Hall 7 July 2021  
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).

**Please note we will not allow public to speak unless a submission has been made in advance of the meeting.**

#### 1) Apologies

To receive and consider apologies for absence

#### 2) Declarations of Interest

For all members to declare interests for this meeting

#### 3) Open Forum

Reports from County and District Councillors  
Public Participation

#### 4) Minutes of the Meeting of 5 May 2021

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

#### 5) Finance

##### (1) Payments Received

None

##### (2) Payments for Approval

|  |         |
|--|---------|
| Travel expenses, Mill Road and Playground signs - Mr Jones | £28.80  |
| Drainage Board Annual fee                                  | £3.05   |
| Clerks Q1 expenses   | £153.69 |
| SLCC membership  | £166.00 |
| Litter picking for 11 June to 5 July                       | £81.00  |

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

|  |         |
|--|---------|
| Veolia - Bin Lifts in April collected 28/05/2021 | £84.06  |
| Veolia - Bin Lifts in May collected 28/06/2021   | £56.04  |
| Payroll May 2021                                 | £992.66 |
| Payroll June 2021                                | £992.66 |
| Litter picking for 7 May to 10 June              | £144.00 |

##### (4) Payments for authorising - Neighbourhood Plan

None

##### (5) Approval to pay for litter picking in August

#### 6) Planning

##### Information only - not for discussion

**20210768 - Grove View, Frettenham Road, Horstead - Erect wooden open bay Carriage house to provide shelter for guests (shooting)** - The Parish Council raised several objections and concerns which can be viewed on the Broadland District Council website.

**20210962 - Heggatt Hall Farm, Heggatt Road, Horstead - Prior notification - Change of use of 3 agricultural buildings to flexible commercial use** - The Parish Council raised concerns which can be viewed on the Broadland District Council Website

**20202224 - Coltishall Clinic, Bure House, Rectory Road, Horstead** - revised plans for conversion of outbuilding - The Parish Council had no further comments to submit

**20211069 - Portreath, Buxton Road, Horstead - Single storey rear extension** - The Parish Council had no concerns or comments

To inspect plans please go to application [www.southnorfolkandbroadland.gov.uk/planning-applications/find-planning-application](http://www.southnorfolkandbroadland.gov.uk/planning-applications/find-planning-application) 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.**

#### **7) Parish Clerk and Chairman/Councillors**

##### **Clerks items not on agenda**

1. Two Jays Farm - update
2. Noticeboard maintenance
3. Website update
4. Roles for new councillors
5. Annual Rough Sleeper count - no evidence in Horstead

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

6. Oak tree at Randells - Update from Mr Jones
7. Queen Elizabeth II Platinum Jubilee, June 2022
8. Mobile Post Office - update from Mr Cain
9. Armed Forces Covenant - email circulated 28 June

#### **8) Highways & PROW**

1. Mill Road parking - if anything to report
2. PROW - FP7 etc - Update from Mr Jones
3. Other issues – Mr Jones and Mr Cain

#### **9) Pond & Trees**

If anything to report

#### **10) Horstead Mill**

1. Heritage grant and voluntary donations - Mr Jones
2. Litter picking
3. Anything else to report

#### **11) Playing Field**

1. Weekly inspections – update Mr Jones
2. Playground inspection, zipwire inspection and repairs.
3. Slide repairs - Mr Browne
4. Anything else to report - Mr Jones

#### **12) Speedwatch and SAM2**

Speed Watch sessions – Update Mr Jones  
SAM 2 - Update Mr Jones

#### **13) Community Spirit**

All is currently on hold - future plans - update Mr Cain

#### **14) Neighbourhood Plan**

No meetings - No referendum can take place until May 2021 - Update Ms Weightman

#### **15) Police report**

Community engagement  
Circulated

#### **16) Training, Meetings and Consultations**

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

None

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

Broadland and South Norfolk Parish Council Forum - 20 July 10-12 via zoom - attendees?

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

Standing items for meeting

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

Please note that the Parish Council does not meet in August.

Parish council meeting: Wednesday 8 September 2021 at 6.00pm in the main hall of the Tithe Barn.