

**MINUTES OF THE MEETING OF HORSTEAD WITH STANNINGHALL PARISH COUNCIL
HELD IN THE TITHE BARN, RECTORY ROAD, ON WEDNESDAY 11 SEPTEMBER 2019**

Present:, Cllrs, Mr C Jones (Chair), Mrs C Fleming, Ms P Weightman, Mr A Browne, Mrs D Williams, Mrs M Gurney, and Mr R Jennings

In Attendance: Suzanne Hall (Parish Clerk) and 4 members of the public.

Public Forum

- Cllr J Copplestone provided an overview of her current involvements – see summary report at end of these minutes.
- A Parishioner raised concerns about parking along the road at the Mill. Car owners have been abusive when asked to move. Can foresee emergency services vehicles having trouble getting through. Asked if posts could be put in with 'polite notice' signs. To be discussed under item 5(5).

1. Apologies and resignation

Apologies for absence were received and accepted from Mr T Cain, Mrs J Copplestone (BDC) and Mr F Whymark (NCC)

Mrs E Barrett has resigned as a councillor. The Council would like to thank her for all she has done.

2. Declarations of Interest

None

3. Minutes of the Meeting of 10 July 2019

The minutes of the last Parish Council Meeting were

AGREED AND SIGNED

It was noted that the article regarding the Mill was reduced by the Marlpit team prior to publication.

4. Planning

None

5. Parish Clerk and Chairman

- (1) Cold Calling – It was AGREED that the clerk request no cold calling packs for Patricia Avenue, Green Lane and Tungate Way. These will be hand delivered by Mr Cain and Mr Jones
- (2) Parish Council web site – The Councillors APPROVED the new website to go live. Individual photos and profiles will be sent to the clerk for inclusion. Ms Weightman commented on font and background to improve visibility. The clerk to find out if there is enough space for the 10MB neighbourhood plan document.
- (3) The following policies were APPROVED – Financial Regulations and Equal Opportunities.
- (4) The Clerk reported issues with the PC laptop – APPROVAL was given to replace it – quotes to be submitted for consideration.
- (5) Mill incident – to note that there was a 'near drowning' incident over the summer. Extra signage has been put up warning of the dangers swimming there. Parking at the Mill was discussed. 20MPH zone suggested for the area in general. Double yellow lines suggested between Horstead House and Mill entrance. Clerk to draft letter inviting Fran Whymark, Jo Copplestone, Highways and emergency services to a site meeting to discuss options. Questions were asked about why the fire and rescue service etc use the Mill for training when signs are warning of the dangers. Payment for using the facilities was also discussed, but there could be covenants and previously obtained lottery grants that prevent this.
- (6) Longfield House – The 'new driveway' on Hall Lane is temporary access granted by BDC.
- (7) The flint wall at the back of Robert Norgate Close is the responsibility of the Housing Association.
- (8) UKPN – Mr Hunter attended the PUC. The biggest cause of our power outages is overgrown trees. UKPN have issues with landowners not allowing them onto their land to maintain trees or to carry out repair to the overhead cables etc.
- (9) Rural Nature Reserves – NCC have advised that due to lack of funds they are unable to set up any new RNRs – this may change in the future.

6. Finance

(1) Payments Received

Donation from H Gurney for paint	£41.27
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(2) Payments for Approval

HAGS - Playground Inspection	£192.00
ICO – Data Protection Fee	£40.00
BDC – Playground litter bin empty – 4/19-3/20	£182.00

PKF Littlejohn – External Audit	£240.00
August litter picking - If invoice received	£65.25
D Tyson – work at Mill – to be paid when 'tidied up'	£7,750.00
CJ expenses – bin bags etc	£2.25
J Hall – repairs to Mill Road fence	£52.00
Proposed by Ms Weightman, seconded by Mrs Williams and	APPROVED

(3) Payments for information only – previously agreed direct debits and standing orders	
July litter picking	£225.00
Veolia - Bin Lifts in June collected 28/07/2019	£105.02
Veolia - Bin Lifts in July collected 28/08/2019	£105.02
Payroll July and August	£1454.16

(4) Payments for authorising – Neighbourhood Plan

None

(5) The Q1 accounts have been examined by Mr Browne and **APPROVED**

(6) Accounts for 2018/19 – To note that these have been signed off by the external auditors

7. Highways and PROW

- (1) Pedestrian Survey – Highways anticipate sending us the recommendation report in the next couple of weeks. It is almost ready for internal approval.
- (2) Recruiting Sergeant – Mr Jennings reported that the generator was due to be moved today. Mr Colchester has been contacted by Highways in the last couple of days. Highways will be removing the trees, but didn't give a date. Mr Colchester has asked Highways if he can put down perforated sheeting, backfill and seed the muddy area and is waiting for a response.
- (3) Highways are looking at the 'puddling' by the Tithe Barn. The Slow sign has been repainted on Hall Lane. The weight restriction sign on the B1150 is still incorrect – Resident chasing Highways and Mr Jones to raise again at Tarmac meeting.

8. Pond & Trees

Nothing to report

9. Horstead Mill

- (1) Work completed but some rubble needs to be cleared before the invoice will be paid.
- (2) Litter picking – it was decided to continue with the current arrangements throughout the winter. It was agreed the small bin should be replaced before next summer – the clerk to obtain quotes.
- (3) Tree works – The clerk to obtain quotes

10. Playing Field

- (1) Weekly inspections are being carried out by Mr Jones. The surface under the cone climber needs replacing. Mr Jones investigating permitted options as quote to replace last year was over £6,000.
- (2) Clerk to obtain a quote to raise the tree canopies to clear the play equipment (2.2 metres above ground).

11. Speedwatch and SAM2

- Mr Pye provided a Speedwatch report. A 3rd team has been formed. A session on the Great Hautbois Road resulted in a nil return, but a session outside the Tithe barn captured several speeding vehicles, the fastest being a local quarry HGV. Sessions have also taken place on the North Walsham Road and Wroxham Road opposite Coltishall Hall.
- The SAM2 will return to Coltishall next week.

12. Community Spirit

- Mr Jennings, Mr Browne and Mr Jones are working on plans for the 75th Anniversary of VE Day they will be joined by two Coltishall Councillors. Mr Jones to set up a meeting.

13. Neighbourhood Plan

July minutes on website – policies are being tweaked and a meeting has been set up with BDC on 4 October.

14. Police report

Reports circulated

15. Training, meetings and consultations

Events attended:

SNAP – 11 July – CJ

Broadland District Council – Developing Community Land Trusts – 18 July - CJ

Tarmac Open Day – 21 July

Upcoming events:

SNAP – 10 October - CJ

Broads Authority Parish Forum – 16 October – CJ & PW

Tarmac liaison – 1 November – CJ

16. Items for the Next Agenda

Standing items for monthly meeting and 2 Jays Farm

17. Date and Time of the Next Meeting

Parish council meeting: Wednesday 9 October 2019 at 6pm in the Main Hall of the Tithe Barn, Rectory Road.

News from Broadland District Council

Jo Coplestone reported – A Social Mobility & Inclusive Growth Strategy is being worked on. The 5 priority areas for growth are: providing Supportive home environments, increasing aspiration and career routes, supporting low paid workers, improving access, transport and business development and productivity. At the end of the summer JC was given a tour of the Bure Valley Railway. This will now remain a public amenity. It attracts around 175,000 passengers a year and employs 28 staff as well as having a host of volunteers.