

## MINUTES OF THE MEETING OF HORSTEAD WITH STANNINGHALL PARISH COUNCIL HELD BY ZOOM, ON WEDNESDAY 10 JUNE 2020 AT 6PM.

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

**In Attendance:** Cllr J Copplestone (BDC), Suzanne Hall (Parish Clerk), and one member of the public at the start – the public were invited via Facebook and the Parish Council website.

### 1. Apologies

Apologies were accepted from Mrs D Williams, Ms V Baker and Cllr F Whymark (NCC). Mr T Cain was unable to attend due to technical difficulties on the night.

### 2. Declarations of Interest

None

### 3. Public Forum

- Cllr J Copplestone and Cllr F Whymark (NCC) provided an overview of their current involvements – see summary reports at end of these minutes.

### 4. Minutes of the Meeting of 13 May 2020

The minutes of the last Parish Council Meeting were

**AGREED – TO BE SIGNED**

### 5. Planning

- **20201002 – Horstead Water Tower** - Construction of a new water storage reservoir, booster pumping station and associated apparatus – COMMENTS – It is perceived that the majority of the impact on Parishioners will be during the construction phase – when is this likely to occur, how long will it take to build and how many extra lorry movements will there be during that time? To be operational will there need to extra pipes or larger pipes laid to distribute this water – if so where will they go through the village? Will the pumping station have an operational noise?  
Mr Jones asked about CIL payments in relation to this build. Cllr Copplestone will investigate.

### 6. Parish Clerk and Chairman

- (1) The Clerk has supplied laminated Dog Mess posters (BDC produced) to parishioners for them to display where requested
- (2) The Annual Cil report was circulated and reminder issued of spending requirements/restrictions
- (3) The condolence book has been ordered. Ms Weightman to chase delivery.
- (4) Grit bin Tungate Way – This will be moved slightly as it is currently causing damage to a parishioners fence.
- (5) War Memorial damage – this has kindly been repaired for free. Further work will be undertaken to blend the repairs in.
- (6) Tarmac has invited the Parish Council to meet with them (virtual) to discuss the expansion plans – the clerk will arrange a date.

### 7. Finance

#### (1) Payments Received

None

#### (2) Payments for Approval

Internal Audit – P Carrick	£100.00
Peartree Bindary – condolence book	£55.00
HAGS playground inspection	£192.00
Litter Picking	£130.50
Westcotec – Jubilee clips for SAM2	£6.00

**Unanimously approved – two emailed signatures to be obtained**

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

Veolia - Bin Lifts in April collected 30/05/2020	£28.02
Payroll May 2020	£966.37

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

None

- (5) **The Governance statement** 2019-2020 was APPROVED and will be passed to Mr Jones for signing  
(6) **Statement of Accounts** 2019 – 2020 was APPROVED and will be passed to Mr Jones for signing

## 8. Highways and PROW

- (1) Mill Road Parking – a lengthy discussion was had about the issues caused by the high volume of traffic and parking in the Horstead Mill area on days when the weather is good. A copy of a letter and notes from a follow up meeting between the police and a resident concerning this matter was circulated. It was agreed that, as requested by the police, photographic evidence would be sent to the police of parking along the road via Mrs Gurney or the clerk. Parishioners will be asked to report via 101 whenever the road is blocked / inaccessible. Mr Jones put forward some ideas that could potentially ease the problem, for example asking the landowner if the field between the Mill and playground could become a car park. It was AGREED that the starting point would be to try to get double yellow lines installed between the Mill car park and Heggatt House – because of the bank, if cars do park along this stretch vehicles like ambulances cannot get through. Mr Jones and the Clerk to take this forward. Cllr Copplestone to forward an email about traffic wardens and investigate traffic cones.
- (2) A map of the Highway Ranger boundaries will be forwarded to a parishioner.
- (3) The Buxton / Rectory Road puddle has again been acknowledged by Highways as being an issue. This will be resolved but we have not received a timescale.

## 9. Pond & Trees

Nothing to report

## 10. Horstead Mill

- (1) Weed clearing by Environment Agency – report circulated.
- (2) Police presence – Mr Jones circulated a report advising of the number visits, in excess of 200 between early March and the end of May, the police had made to monitor activity/behaviour during lockdown
- (3) Litter collection and bins – report circulated – a second bin was delivered 3 May
- (4) Mr Browne raised concerns about the ongoing costs of the upkeep of the Mill to the Parish Council. Ms Weightman and Mrs Fleming spoke of Covenants, Deeds and the National Lottery Grant from several years ago that all define what can and cannot happen to the land.

## 11. Playing Field

- (1) Weekly inspections – Mr Jones carried out an inspection on 30 May – report circulated. While the playground will be regularly monitored, full inspections will not recommence until the playground re-opens.
- (2) Annual inspection – This was carried out on 27 May and the report circulated. There was nothing of immediate concern in the report and Mr Jones was already aware of items that were noted as 'needs monitoring'. The issue with the lump of concrete by the cable runway will be fixed by Mr Jones.
- (3) It was decided that as government legislation currently prohibits the use of the play equipment the field will remain closed.
- (4) Mr Browne reported that the new surface under the Witches hat would be installed early July.
- (5) Mr Jones has purchased 3 water containers which will be used when carrying out the annual playground clean. Mrs Fleming has offered to help Mr Jones.

## 12. Speedwatch and SAM2

- Mr Jones reported that no Speed Watch sessions are being held at present on the advice of Norfolk Constabulary. Protocols are currently being discussed to allow these to re-commence.
- The SAM 2 is currently in Coltishall
- The upgrading of the SAM2 to have Bluetooth connectivity was **APPROVED** by Mr Jennings and Ms Weightman. The total cost of £250 will be shared between Horstead and Coltishall Parish Councils. It was **AGREED** that this spend would come out of CIL monies.

## 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:

None

##### Upcoming events:

Weekly clerks online conferences – NALC and NPT&S - Clerk

SNAP – TBA – CJ & PW

Tarmac Liaison – TBA – CJ & MG

#### 17. Items for the Next Agenda

Standing items for monthly meeting and donations

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

Parish council meeting: Wednesday 8 July 2020 at 6pm via Zoom.

**Jo Coplestone reported** - As the lockdown starts to ease our council teams have been busy planning our Economic Recovery following the Governments published 'Plans to Rebuild,' with the continuing objective of 'saving lives & saving livelihoods'.

With non-essential retail businesses in our Market Towns & Villages due to open on 15<sup>th</sup> June, we have launched our 'Do Business with Confidence' campaign to help revive our Local Economy. We have been working with Town Councils and traders, and changes are being made to the 'street scene', with planned measures to include the installation of seating and planters, extra cycle racks, changes to parking and some temporary road closures, to ensure people can queue and social distance effectively.

For businesses such as pubs and cafes, we hope offering additional seating on the high streets during the summer months which will ease pressure on interior space, and help our Hospitality, Tourism & Leisure Sectors recover safely and inspire public confidence.

So far £23.5 million of grant aid has been paid to businesses in Broadland under the Business Support Grant Scheme, and this week another £1.2 million of 'Discretionary Grant Fund' money is being launched for those Small Businesses in need, who have not yet received any Grant Aid. Details of this can be found on the Broadland District Council website (or please give me a ring).

Our council staff teams continue to support our vulnerable residents, and as the Covid crisis develops we have seen increasing numbers of 'newly vulnerable' residents, who for many different reasons who are now suffering hardship and food poverty. These newly vulnerable households are being supported with Food Aid & 'Hardship Grants' made through our Benefits Team, and we anticipate this demand to increase when changes are made to the Furlough Scheme.

Throughout this pandemic we have seen a huge amount of goodwill from local volunteers and Neighbourhood Groups who are supporting those people in our Community who need help. Thank you to all those people for their continuing support, which is greatly appreciated and has built an even stronger sense of 'Community at Heart' in Broadland.

**Fran Whymark reported** - Unfortunately, Covid-19 still dominates daily life. However, there are green shoots emerging; this includes the reopening of garden centres, 12 recycling centres (including Mayton Wood near Coltishall and Strumpshaw), outdoor markets, car showrooms and many children returning to school.

As of 07/06/20 Norfolk has 2210 and Broadland 302 confirmed cases of Coronavirus and a total of 388 deaths (133 in care homes) in Norfolk.

Norfolk County Council, working with Adult Social Care, Public Health and the NHS have developed a Care Homes Support Plan. Over £12m has been secured from Central Government to help keep care home residents and staff safe. A multi-agency team has been set up to help manage any outbreak of Covid-19, help care providers access testing and personal protective equipment (PPE).

Track and trace has now been launched and testing has been extended to include anyone showing symptoms, including under 5 year olds. NCC have been selected as a pilot area and will get a share of £300m from central government.

NCC is looking at how travel plans have changed due to the pandemic. The AtoBetter project is looking at how we have changed and how this will shape future plans.

The Help Hub for Broadland District Council (BDC) remains open seven days a week. BDC continues to support local businesses with Business Support Grants. Call (01603) 430449 to discuss your situation with one of the team or complete the online form at [www.broadland.gov.uk/coronavirus](http://www.broadland.gov.uk/coronavirus). BDC are working together with South Norfolk Council (SNC) and Breckland District Council to offer advice to local businesses and support them to re-open and start trading again, as soon as possible.

BDC, SNC and all District Councils have been working together with NCC as part of the Norfolk Resilience Forum. The NCC helpline for vulnerable residents is 0344 8008020, Monday to Friday 9 AM to 5 PM, more information at [www.norfolk.gov.uk](http://www.norfolk.gov.uk).

Unfortunately, many families will be under additional strain and this can lead to domestic abuse, adult and child abuse. NCC recently started a campaign 'See Something, Hear Something, Say Something'. Everyone should be safe in their own home but this isn't always the case. Call 0344 800 8020 to raise a concern about abuse or 999 in an emergency. The National Domestic Violence Helpline is available 24/7 on 0808 2000 247. Remember you are not alone.

While we are all finding our way during this current difficulty, we must work together to find move forward. As some semblance of normality returns, we must recognise those in our communities who has helped keep us going, kept our morale up and made us smile. BDC have launched COVID-19 Community Heroes. Tell us about someone, or a group, who have gone above and beyond to help at: <https://www.broadland.gov.uk/covidheroes>.