

**MINUTES OF THE MEETING OF HORSTEAD WITH STANNINGHALL PARISH COUNCIL
HELD IN THE HAYLOFT OF THE TITHE BARN, RECTORY ROAD, ON WEDNESDAY 11 APRIL 2018**

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

In Attendance: Suzanne Hall (Parish Clerk), Cllr J Coplestone (BDC) and one member of the public

Public Forum

- Cllr J Coplestone gave an overview of her current involvements – see report at end of these minutes
- Cllr T Garrod sent his annual report which was circulated prior to the meeting

1. Apologies

Apologies for absence were received and accepted from Cllrs Mrs M Gurney, Mrs L Wishart, Mrs D Willams and Mr T Garrod (NCC)

2. Declarations of Interest

Mr Jennings - Item 10 (1) - Knows two of the applicants

3. Minutes of the Meeting of 14 March 2018

The minutes of the last Parish Council Meeting were

AGREED AND SIGNED

4. Planning

20180237 - Treetops (Cedar Lodge) Hall Lane, Horstead With Stanninghall, NR12 7BB - Further window changes – It was NOTED that no further comments were made

5. Parish Clerk and Chairman

(1) **Grit bins** – Highways have said no to a grit bin for St Margarets close - the clerk to investigate the cost of the parish council providing one

(2) **Bure Navigation Board** – comments made by the Parish Council will be incorporated in the proposed board

(3) **Support and advice membership** – it was **AGREED** that membership with NALC would continue

(4) **Annual Parish meeting** – invites to be issued as discussed

(5) **Clerks review** – Mr C Jones reported that the clerks review had taken place, the write up will be circulated and discussed at the May meeting.

(6) **WiFi in the Tithe Barn** – Following discussions with Mr R Jennings, the Tithe Barn Committee are interested in the idea of WiFi access in the Tithe Barn. BDC are unable to help with the WiFi4EU grant application. Mr C Jones has asked Cllr T Garrod if funding is available.

(7) **Community resilience** – The good neighbour scheme are doing a good job and any efforts should go towards supporting them

(8) **Mrs K Lawrance** – it was noted that Mrs K Lawrance has sadly passed away. It was **AGREED** that her work over many years would be commemorated with an article in the Marlpit (with family approval), Mrs P Weightman and Mr C Jones to progress. The purchase of a commemorative tree or bench was also discussed.

(9) **ICO** – Mr A Browne volunteered to do the EOY checks.

(10) **Marlpit** – Mrs P Weightman advised that the cut-off date for Marlpit submissions would be the 11th of the month from May (June edition) – this means our meetings will be reported a month later.

6. Finance

(1) Payments Received

None

(2) Payments for Approval

HAGS – Playground inspection	£162.00
Platten Pest Control	£180.00
D Clark – concrete pads for Mill bench	£380.00
CAN renewal – Annual subscription 4/18-3/19	£20.00
Norfolk Playing field Assoc – Annual subscription 4/18-3/19	£20.00
Clerks expenses Q4	£91.05
NALC subscription	£212.83
Mr C Jones – Travel expenses	£7.20
Norfolk Rivers Internal Drainage Board	£2.83
Glasdon – Slat for bench at pond	£39.52
Proposed by Mrs C Fleming and seconded by Ms P Weightman and	APPROVED

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

Veolia - Bin Lifts in January collected 30/3/2018	£93.79
Clerks Salary March 2018	£494.64

(4) Payments for authorising – Neighbourhood Plan

Parker Planning	£2160.00
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7. Neighbourhood Plan

Minutes of the March meeting are on the website, the next meeting will be in May. A grant of £6,000 has been approved and the first instalment of £4500 is expected in the next few days. As a result of a meeting with Broadland, further changes will be made to the issues and options document.

8. WW1 celebrations

Mr B Jennings provided an update on progress. A request has been put to the Commons Committee to place the beacon on the Common by a Piece of Cake. A donation of £50 has been received. Another donation has been offered. Food, entertainment and speakers were discussed. Investigation is needed regarding insurance, risk assessment, first aid etc.

9. Pond

A replacement slat for the bench at the pond has been ordered.

10. Horstead Mill

- (1) Litter Picker – From the details provided by Mrs C Fleming, the council **APPROVED** a new Litter Picker
- (2) The picnic bench is expected to be delivered in the next few days
- (3) Mr C Jones reported that the bank work for canoeists is underway, the area is currently fenced off.
- (4) Mr C Jones is discussing a structural survey with RJ Associates. Ms P Weightman advised that a full survey has not been carried out in the last 15 years.
- (5) It was **AGREED** that a quote received to remove ivy and other growth from the Mill building and Mill bridge be accepted

11. Playing Field

- (1) Annual inspection – the report has been received and circulated – all observations were either low or very low risk
- (2) Weekly inspections are being carried out by Mr C Jones
- (3) Two quotes for work on the playground (Large slide and matting etc) were **APPROVED**. The clerk is waiting for a quote for new rubber matting under the witches' hat.

12. Speedwatch and SAM2

Speedwatch – at the last session on the Frettenham Road junction, 8 vehicles were recorded as being over the speed limit. This included 3 HGVs, 2 of which were local. PC Andy Mason has been invited to the May session. The SAM2 is currently in Coltishall. Jonathan Winnett (NCC) has given approval for a new SAM2 post to be sited on Norwich Road (as previously discussed).

13. Highways

The clerk has contacted Broadland High, Highways and the Marlpit regarding children standing in dangerous places by the Recruiting Sergeant bus stop

14. Training, meetings and consultations

Events attended:

CiLCA training – ongoing – clerk
Broads Parish Forum – 21st March – Mr C Jones – Information has been circulated. It was **AGREED** that Mr C Jones will pursue the Broads National Park road sign
Broadland Northway – 11th April – Mr C Jones attended the opening event – The Western Link is now high priority, consultation is expected Autumn 2018 and if funding can be acquired a target date for completion has been set as 2023

Upcoming events:

CiLCA training – ongoing – clerk
Broadland communities – come together event – Mr C Jones and Mr B Jennings – 23rd April
New Councillor Training – Mrs E Wishart – 24th April
Tarmac Liaison – Mr C Jones and Mrs M Gurney – 25th May

15. Police Report

The police report was circulated
Potential future SNAP dates are 3rd July and 9th October

16. Items for the Next Agenda

Clerks Review
Standing items for monthly meeting

17. Date and Time of the Next Meeting

Annual Parish council meeting: Wednesday 9 May 2018 at 5.30pm in the Main Hall of the Tithe Barn, Rectory Road. This will be followed at 7 pm by the Annual Parish meeting. It was noted that the hall will need to be vacated by 8pm.

In my March report I talked about 'District Direct' a scheme which works with the hospital to aid the discharge of patients, by putting plans in place to prevent re-admission. The 'Handyperson Service' has been an integral part of this scheme, and aims to help any Broadland resident over 65 (or those of any age who are registered blind, on incapacity benefit, personal independence payment, disability living or attendance allowance) with small repairs and minor adaptations as well as help to make your home safer & secure.

Examples of the work undertaken are: fitting locks, security fixing and key safes, basic repairs such as mending a dripping tap, free fire risk assessments and fitting smoke alarms, as well as fitting hand grab rails. A 'low level adaptation grant' is available for most of these Handyperson services and to find out more please phone 01603 430518.

The feasibility study between Broadland & South Norfolk Councils is continuing well with the successful bid for £220,000 from the governments planning delivery fund, which will set up at least 20 community planning groups across the two districts. The priority areas of collaborative working are to drive economic development, housing growth in major strategic sites & joint commercial activities.

The final section of the Northern Distributor Road was completed and opened on 11th April, after bad winter weather delayed works. The Western Link which will connect the A47 to the A1067 is now one of our county's top infrastructure priorities to provide a circular route around Norwich. Technical work is ongoing to provide a set of preferred options for public consultation in Autumn 2018.

Please do not hesitate to contact me with any concerns you may have, I am only too happy to help.

Kind regards, Jo Copplestone

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