

**MINUTES OF THE MEETING OF HORSTEAD WITH STANNINGHALL PARISH COUNCIL
HELD IN THE TITHE BARN, RECTORY ROAD, ON WEDNESDAY 12 DECEMBER 2018**

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

In Attendance: Suzanne Hall (Parish Clerk) and one member of the public.

Public Forum

- Cllr J Coplestone provided an overview of her current involvements – see report at end of these minutes.

1. Apologies

Apologies for absence were received and accepted from Cllr Mrs M Gurney and Mr T Cain.

2. Declarations of Interest

Item 5.5 - Mr A Browne – landowner.

Mr Jones works for Norfolk Country Council. Dispensation was granted until the local elections in May 2019 for this pecuniary interest.

3. Minutes of the Meeting of 14 November 2018

The minutes of the last Parish Council Meeting were

AGREED AND SIGNED

4. Planning

20181848 – Land adjacent to bowling green, Mill Road – Tree works

NO OBJECTION

5. Parish Clerk and Chairman

(1) The Clerk is now CiLCA qualified. It was **AGREED** salary progression would be made as detailed in the Contract of Employment.

(2) A request was received to display a business promotion poster in the bus stop. It was agreed that the same rules would apply to the bus stops as the noticeboards i.e. on the Noticeboards the Parish Council will, space permitting, display information about charitable events and details of not for profit organisations within the village, such as the Pop-up cafe. Also details of public services, such as NHS health checks and UKPN helplines. For various reasons no business posters are displayed.

(3) WW1 celebrations – **APPROVAL** was granted to donate the Surplus £50 to the Coltishall Royal Legion

(4) The playground grass cutting contract was discussed. It was **AGREED** to remain with the current contractor and the quote be accepted on a 3 year, 2.5% annual increase basis.

(5) With some wording changes, the Councils response to the GNLP consultation was **APPROVED**. It was agreed that a complaint would be made regarding the consultation process once the consultation period was over.

(6) Broadland District Councils 'Proposed Public Spaces Protection Order for Broadland' was **APPROVED** - this relates to fines for those not clearing up after their dogs in public places.

(7) Commemorative bench – this is being progressed by Mr Browne and Mrs Williams.

(8) Tungate Way Hedge – The boundary has now been established and Mr Jones has discussed the hedge with nearby residents. The general consensus is that the hedge should be left alone. The sections of the hedge that do not belong to NCC Highways will be managed by the residents (it creates a noise barrier and wildlife haven), but concerns were raised about the brambles. Mr Jones to ask Highways to keep these under control.

(9) NRIDB drains – Following enquiry about DRN085G0201 both drains, the other being DRN085G0102 that feeds the pond are going to be looked at in the early spring.

6. Finance

(1) Payments Received

WW1 Donation – Tarmac £500.00

(2) Payments for Approval

Recruiting Sergeant – WW1 food invoice £1,000.00

Fine City Chorus – WW1 event £50.00

North Walsham and Aylsham SA band – Donation via Mr Jennings £50.00

Coltishall RL donation - WW1 event surplus £50.00

Garden Guardians – Playground grass cutting for 2018 £1,140.00

D Clark invoice – moving dog bin £90.00

Proposed by Mrs Fleming, seconded by Mrs Williams and **APPROVED**

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

Veolia - Bin Lifts in October collected 28/11/2018 £100.27

Payroll including HMRC November 2018 £676.67

(4) Payments for authorising – Neighbourhood Plan

None.

(5) Budget for 2018/2019 (Circulated)

The circulated draft budget was proposed by Mr A Browne and seconded by Mr C Jones and **APPROVED**

- An overall donation pot was agreed, with details to be decided at the February meeting
- Horstead Mill Repairs – Grants will be sought and the money set aside in previous years will be utilised
- Playground – The amount set aside for depreciation will be reduced in 2019/20 as both the equipment and monies already set aside are looking healthy.

(6) Precept for 2019/20

It was proposed by Mr A Browne and seconded by Ms P Weightman that the precept be raised from £22,000 to £23,000 (an increase of £2.01 per property per year) and **APPROVED**

- It was noted that the precept has not changed in the last 5 years so in real terms its value has decreased.
- The spend in 2018/19 is predicted to exceed the precept.
- The budget set for 2019/20 exceeds the precept.

7. Neighbourhood Plan

A meeting with the Planning Consultant is scheduled for next week. The Parish Council discussed 'Registered Green Open Spaces' in relation to the playground and decided not to pursue this.

8. Pond

- The area around the pond has been tidied.
- The dog bin has been moved so is more visible and accessible.
- Following flooding at neighbouring properties, Mr Jones is checking the Glebe Way drain history with NCC Highways, Anglian Water and the Water Management Alliance.

9. Horstead Mill

- A quote for ivy removal and 'light' maintenance work was **APPROVED**
- The quote received for the 'heavier' work exceeded £5,000 so further quotes will be obtained.
- Mr Jones to ask the Broads Authority if permission is needed to carry out this work – the building is not listed.
- Mr Jones to apply for a herbicide licence from the Environment Agency.
- Reducing the height of some walls to increase safety and reduce future maintenance costs was suggested. This will be investigated further.

10. Playing Field

Fortnightly inspections are being carried out by Mr Jones.

11. Speedwatch and SAM2

Speedwatch – sessions will recommence at the end of January once the Police are available to process the captured information.

The SAM2 is currently on Norwich Road and will remain in Horstead for the next 8 weeks.

12. Highways

- Poplars on Stanninghall Road – the Landowner has initiated the work. Ms Weightman to monitor
- Clerk to chase Highways about broken Norwich Road sign by the bridge
- Mr Jones has reported deep potholes on Stanninghall Road
- Advertising by the roundabout – This is with BDC planning enforcement team.

13. Police report

The Police report was circulated. 1 crime was reported in Horstead in November.

14. Training, meetings and consultations

Events attended:

- Preparing for elections – 21 November – clerk.
- Challenging conversations – 29 November – clerk.
- BDC – Annual Parish Council meeting – 29 November – clerk – This was a very useful chance to meet the BDC teams and discuss matters generally and informally.
- Swift Aircraft – 3 December – Mr Jones – A booklet was circulated and details of operations discussed.
- Scribe, Clerks training – 7 December – Clerk and Mr Jones – NALC, NP Law and Scribe gave presentations. NP Law's presentation on Code of Conduct was informative.

Upcoming events:

15. Items for the Next Agenda

Standing items for monthly meeting, FOI and publication policy.

16. Date and Time of the Next Meeting

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

News from Broadland District Council

January is an exciting time for our collaboration project with South Norfolk Council, as our Joint Managing Director Trevor Holden takes up his position in the New Year. Trevor knows Norfolk well as he attended Wymondham High School & has previously been Chief Executive of Breckland and more recently Luton Council, as well as being CEO of Luton Airport.

Norfolk warm homes partnership was created following Broadland District Council's successful bid for £3.1m in funding from the National Grid's Warm Homes Fund. The project aims to help more than 1,000 people, including homeowners and renters.

This money will be used to provide insulation and first-time central heating such as renewable heating, mains gas, oil, or LPG. The aim is to increase comfort in fuel-poor households that do not have any central heating, as well as to provide energy advice and support.

You may be able to get help from the Warm Homes Fund if you have underlying health issues, are caring for someone vulnerable and are worried about your home being cold or damp. To find out if you are eligible for support under the scheme, please contact 'The Energy Team' telephone 01603 430627.

The public consultation on the Norwich Western Link continues until the 18th January 2019, and this has been a subject of discussion at our Economic Success Panel. There are currently four shortlisted options which vary in their merits, although the single carriageway- Option A and the longest dual carriageway route- Option B were quickly dismissed by the panel. Both Option C & D which will cost £153m & £161m respectively were considered as favourable options as both had the resilience to carry around 32,000 vehicles a day by 2040. To make a representation go to www.norwichwesternlink@norfolk.gov.uk.

Kind regards,

Jo Copplestone

01603 860840

Email: cllr.jo.copplestone@broadland.gov.uk