

MINUTES OF THE MEETING OF HORSTEAD WITH STANNINGHALL PARISH COUNCIL HELD BY ZOOM, ON WEDNESDAY 9 SEPTEMBER 2020 AT 6PM.

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

In Attendance: Cllr J Copplestone (BDC), Cllr F Whymark (NCC), Suzanne Hall (Parish Clerk) and no members of the public – the public were invited via Facebook and the Parish Council website.

1. Apologies

Apologies were accepted from Mrs D Williams, Ms V Baker and Mr T Cain.

2. Declarations of Interest

Donations – PW – Marlpit

Planning – 20201520, Timberlea – AB - neighbour

3. Public Forum

- Cllr J Copplestone (BDC) and Cllr F Whymark (NCC) provided an overview of their current involvements – see summary reports at end of these minutes.
- Mr Pye reported that the Marlpit will be going to print again this month (July/August edition)

4. Minutes of the Meeting of 8 July 2020

The minutes of the last Parish Council Meeting were

AGREED – TO BE SIGNED

5. Planning

- **20201368 – Grange Farm, Buxton Road** - Convert Two Agricultural Buildings to a Dwelling house (Prior Notification) – This was for noting only – the Parish Council had **NO COMMENTS**
- **20201493 – 1 Rectory Road, Horstead** - Variation of conditions 3 and 4 of planning permission 20031277 to revise design and removal of requirement for fixed light/obscure glass for first floor windows – This was for noting only – the Parish Council had **NO COMMENTS**
- **20201520 - Timberlea, Buxton Road** – while this is within the settlement limit it isn't a GNLP designated site, the properties do not fit the criteria set out in the proposed Neighbourhood Plan, access onto the highway is seen as an issue - speedwatch sessions highlight the issue of speeding in this area – **COMMENTS SUBMITTED**

6. Parish Clerk and Chairman

- (1) Tarmac meeting – Stanninghall Quarry – Councillors met with Tarmac representatives via Zoom.
- (2) 2 Jays Farm – Camping – Broadland District Council are monitoring the site. As of 2 September there were no campers remaining on the site.
- (3) Donations – Approval was given to pay the budgeted donations to the Marlpit and the church for grass cutting. The remainder of the donation budget will be re-visited in November budget meeting.
- (4) Cold Calling – Trading Standards have issued letters to households that haven't yet responded.
- (5) The Litter Picker pay was discussed and new 'payment times' agreed.
- (6) Future meeting 'venue' was discussed. It was agreed that for the rest of this year they would be held on Zoom and would be discussed again at the January meeting.
- (7) Tarmac will talk to local businesses about space to promote the Stanninghall quarry extension.
- (8) Water tower – plans have been circulated
- (9) Western Link – Consultation open until 20 September – this just relates to the green infrastructure. Jo Copplestone has submitted comments.
- (10) Broadland District Council Licencing Policy Review – open for councillors to make comments until 21 September
- (11) End Of Year audit – this has been signed off by the external auditors - PKF Littlejohn
- (12) The Public Sector pay review was circulated and approval given for the Clerks salary to be updated accordingly.
- (13) A report regarding the Jaguar Buildings on the old RAF Coltishall site was circulated. Mr Jones will post this on the Community Facebook page.

- (14) Approval was given for the Tiddlers and Toddlers group to meet on the playing field subject to compliance with COVID-19 restrictions etc.

7. Finance

(1) Payments Received

None

(2) Payments for Approval

Westcotec – Sam2 upgrade to Bluetooth (from Cil monies)	£150.00
ICO – annual data protection registration fee	£40.00
PKF Littlejohn – External Audit Fee	£240.00
Litter picking August	£67.50

Unanimously APPROVED – two emailed signatures to be obtained

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

Veolia - Bin Lifts in June collected 28/07/2020	£224.16
Veolia - Bin Lifts in July collected 28/08/2020	£168.12
Payroll July & August 2020	£1932.74
Litter picking July	£81.00

(4) Payments for authorising – Neighbourhood Plan

None

8. Highways and PROW

- (1) Mill Road Parking – The Parish Council is currently waiting for the report from Justin Le-May (Highways). It was agreed that the police cones have been effective.
- (2) PROW from Mill Road to Green Lane – overgrown – reported – ENQ900763064 – Highways have scheduled this for a cut.
- (3) PROW footpath to Mayton Bridge blocked by a fallen tree – the parishioner to has been advised how to report issues to NCC Highways. It was noted that work has been carried out.
- (4) Vegetation including a dog rose blocking the footpath along Norwich Road has been reported. NCC Highways have acknowledged that it is a problem and are passing it to a contractor to carry out the work.

9. Pond & Trees

Mr Jones will discuss, with the Coltishall Tree Wardens and the NWT, what needs to be done to take care of the Walnut and Cherry trees.

10. Horstead Mill

This has quietened down considerably. The spare bin will remain locked unless its capacity is required.

11. Playing Field

- (1) Weekly inspections – Mr Jones is carrying out weekly inspections
- (2) A quote has been requested for an overlay to update contact details on the large sign – a temporary laminate is currently in place.
- (3) A quote has been accepted to raise the tree canopy.
- (4) Mr Jones has cleaned most of the playground equipment. He has now sourced a power supply and will carry out the required work to the wooden equipment.
- (5) Mr H Gurney is aware that some of the wooden fence posts are rotting.
- (6) The quote for mole control was approved.
- (7) Quotes are being obtained for repairs to the cable runway.
- (8) A quote to replace the surface under the rocking horse was approved – Mr Browne will ask if the issue created by the mole to the roundabout surface can also be repaired.

12. Speedwatch and SAM2

- Mr Jones reported sessions are up and running again. Currently there are 3 teams of 4. There are also 3 pipeline new volunteers – the aim is to have 4 teams.
- The SAM 2 is currently in Coltishall. Data from the time it was in Horstead has been shared.

13. Community Spirit

- All is currently on hold

14. Neighbourhood Plan

Due to Covid-19 legislation, no referendum can take place until May 2021. The policies are currently being revisited to ensure they are watertight. Grants are being sought for when these need to be approved.

15. Police report

Reports circulated

16. Training, meetings and consultations

Events attended:

Tarmac plans – 15 July – open to all councillors – via zoom

Speedwatch – covid update – Mr Jones – 5 August

Website accessibility – Clerk

Upcoming events:

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

18. Date and Time of the Next Meeting

Parish council meeting: Wednesday 14 October 2020 at 6pm via Zoom.

Jo Coplestone reported - Back in late July, I outlined the council's Forward Plan for Recovery from the Covid-19 Crisis, and this continues to be vitally significant work as the pandemic is not over yet. Although the virus is relatively low in Broadland and North Norfolk, rates of infection per 100,000 of population have risen very sharply in Great Yarmouth, and Breckland, (possibly due to an outbreak in a food processing plant in Attleborough).

Our Confidence Campaign continues and our staff are working closely with Town & Parishes to create a clean & safe environment in public spaces. Our Business Support & Discretionary Grant Schemes have now closed, with almost £25 million paid to businesses in Broadland, and we have recently announced our Tourism adaptation grants, to help businesses within the Leisure, Tourism, Hospitality, Cultural and Visitor Economy sectors.

This week has seen the launch of the Kickstart Programme, Employers can apply for up to £1,500 per job for setup costs to create high quality 6-month long work placements aimed at those aged 16 to 24 who are on Universal Credit and deemed to be at risk of long-term unemployment.

The government has recently published a white paper on reforming the planning system called 'Planning for the Future', these proposals are subject to consultation with the deadline date of 29th October 2020. The document is looking to ensure delivery of 300,000 new homes each year and 1,000,000 during each parliamentary term – this is for England only. Over the coming month Council will consider how this will affect the emerging Greater Norwich Local Plan, as well as our response to this consultation.

Nominations are now open for Broadland's Community at Heart Awards, which celebrate selfless work and incredible achievements in our Community, a full list of the different categories are available on our website www.broadland.gov.uk/heart and we look forward to your nominations! I hope you all stay safe & well!

Fran Whymark reported – Wroxham Library is now open. A Man Shed has been set up in Hoveton – meeting on Tuesdays at 10am.

Awaiting copy of full report