



## HORSTEAD WITH STANNINGHALL PARISH COUNCIL

All Councillors are summoned to the parish council meeting of Horstead with Stanninghall Parish Council which will be held at Tithe Barn, Rectory Road on **Wednesday 11<sup>th</sup> September 2024 at 6.30pm.**

*Becky Furr*, Parish Clerk, 5<sup>th</sup> September 2024

### AGENDA

There will be an opportunity for public participation before the meeting commences. Please note that once the meeting is in session, members of the public are not allowed to speak unless specifically invited by the Chair/Clerk, in which case a vote will be taken to suspend standing orders.

There will be an opportunity for public participation and district/county council reports, before the meeting commences. Please note that once the meeting is in session, members of the public are not allowed to speak unless specifically invited by the Chair/Clerk, in which case a vote will be taken to suspend standing orders.

- 1) To receive and consider apologies for absence.
- 2) To receive declarations of interest and request for dispensations.
- 3) To agree the minutes of the last Parish Council Meeting held 10<sup>th</sup> July 2024 and the extraordinary meeting held on 23<sup>rd</sup> August 2024 (Circulated).
- 4) To consider any matters arising. (Information only)
- 5) To consider and agree any planning applications including those received after agenda is published. Please refer to [www.southnorfolkandbroadland.gov.uk/plans](http://www.southnorfolkandbroadland.gov.uk/plans) and type in the application number to inspect plans.
  - a. 2024/2500 – Installation of solar panels to both front and rear elevations at 2 The Grass Barn.
  - b. FUL/2023/0002 – Installation of additional Readymix Concrete Plant and Bagging Plant at Longwater Gravel Co Ltd
  - c. 2024/2446 – Proposed external staircase and new access door to existing garage at 4 Birch Close.
  - d. Tree Preservation Order 2024 No. BD0677 at The Paddocks, Frettenham Road
- 6) To agree financial statement below:

a. Payments Received		
National Lottery Community Fund	Monkey Challenge Apparatus	£6480.00
HMRC	VAT Return – Qtr 2	270.91
b. Payments Previously Approved		
Wicksteed	Horsy Springy	£5381.92
J.Rice	Litter Picking for July	£108.68
Finding Fitness	Monkey Challenge Apparatus	£7776.00
Horstead PCC	Donation for community activity days	£500.00
c. Payment for Approval		
B.Furr	Clerks Expenses including printer, cartridges, SLCC Seminar and annual website subscription – SLCC Seminar funded jointly with Coltishall Parish Council.	£460.61
J.Rice	Litter picking for August	£108.68
C.Jones	Design and publish SAM2 data on website	£180
C.Jones	SAM2 Management July to mid-August	£42.00
C.Jones	SAM2 Management – end of August	15.00
Target Trees	Tree survey at play area	£300
Joe Dix Foundation	Bleed Control Kit	£120
PKF Littlejohn	External Audit	£378
d. Payments for information only – previously agreed direct debits and standing orders		
Veolia	Horstead Mill Bin – June	£140.83
Veolia	Hoorstead Mill Bin - July	£211.25
B.Furr	July 2024 Salary	£870.96
B.Furr	August 2024 Salary	£870.76
HMRC	July 2024 Contribution	£268.46
HMRC	August 2024 Contribution	£268.66
Acceptacard Ltd	QR Fee July	£4.94
Acceptacard Ltd	QR Fee August	£11.94

- e. To note the completion of the external audit report for 2023-24 (circulated).
- 7) To consider and agree any Highways & PROW matters.
- 8) To consider and agree any Tree and Pond matters including

- a. Applying for free tree packs via Woodland Trust ([www.woodlandtrust.org.uk/plant-trees/schools-and-communities/](http://www.woodlandtrust.org.uk/plant-trees/schools-and-communities/))
- 9) To consider and agree any Horstead Mill matters including
  - a. Quotes for ongoing maintenance of footpaths and trees on parish land.
  - b. Community Payback Scheme
  - c. Installation of CCTV
  - d. QR Code Service
- 10) To consider and agree any play area matters including
  - a. Weekly Inspection findings – latch on gate repeatedly failing
  - b. Tree Survey Report (circulated)
- 11) To receive an update and consider any ideas regarding the development of the parish council website.
- 12) To consider items for inclusion on the next agenda.
- 13) To note the date of the next meeting on Wednesday 9<sup>th</sup> October 2024 at 6.30pm in the main hall of the Tithe Barn. Please note there is no meeting in August.