

**MINUTES OF THE MEETING OF HORSTEAD WITH STANNINGHALL PARISH COUNCIL
HELD IN THE TITHE BARN, RECTORY ROAD, ON WEDNESDAY 11 DECEMBER 2019**

Present:, Cllrs, Mr C Jones (Chair), Mrs C Fleming, Mr R Jennings, Ms P Weightman, Mr T Cain and Mr A Browne
In Attendance: Cllr J Copplestone (BDC), Cllr F Whymark (NCC), Suzanne Hall (Parish Clerk) and 3 members of the public.

Public Forum

- Cllr J Copplestone and Cllr F Whymark provided overviews of their current involvements – see summary reports at end of these minutes.
- Jo advised it was possible money for the trees would be provided by companies looking to carbon offset.
- Mr Jones raised concerns about Parishioners having transport issues if offered doctors' appointments not in the village. Fran will raise these concerns.
- A parishioner has been investigating the use of the Mill for Micro power. The initial indications from the title deeds are that this is will not be allowed. Further investigation will be carried out.

1. Apologies

Apologies for absence were received and accepted from Mrs D Williams

2. Declarations of Interest

Item 5 – the budget in relation to the Marlpit donation – Ms P Weightman

Item 6 - Planning application 20191885 – it was noted that the property is next to the pond which is owned by the Parish Council

3. Minutes of the Meeting of 13 November 2019

The minutes of the last Parish Council Meeting were

AGREED AND SIGNED

4. Finance

(1) Payments Received

Q2 VAT

£244.60

(2) Payments for Approval

Garden Guardian grass and hedge cutting for 2019

£1,214.40

Tree Warden network

£25.00

Proposed by Mr Browne, seconded by Mrs Fleming and

APPROVED

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

Veolia - Bin Lifts in October collected 28/11/2019

£140.10

Payroll November 2019

£726.10

(4) Payments for authorising – Neighbourhood Plan

None

5. Budget and Precept – to agree the budget for 2020/21 and to set the precept

The circulated draft budget was unanimously agreed and

APPROVED

- An overall donation pot was agreed, with details to be decided at the February meeting
- Horstead Mill – The repairs carried out this year have used up the monies set aside for the Mill. Any further work will require outside funding.

It was unanimously agreed that the precept be raised from £23,000 to £24,000 (an increase of £2.13 per property per year) and

APPROVED

- The spend in 2020/21 is predicted to match the increased precept.
- Projects identified in the Neighbourhood Plan may require a larger increase in the precept in the following year.
- When the Neighbourhood Plan is in place, projects could be identified that require funding. This may necessitate a larger increase in precept at some time in the future.

6. Planning

20191855 - St Anthony, 58 Norwich Road, NR12 7EF - Proposed Garage Conversion to Provide Habitable Room with Mezzanine Level Above – While the Parish Council had **NO OBJECTIONS** to the proposals, it was noted that there was no indication that the Inland Drainage Board had been consulted or that the new owners were aware of potential flooding issues. These two points will be passed to BDC.

20191773 – The Coach House - Conversion & Extension of Outbuilding to provide 1 No Dwelling - With the exception of the roof tiles already noted by BDC there were **NO OBJECTIONS** to this application. However there was concern about how the property will be accessed. The Design and Access statement indicates that this will be

via Stanninghall Lane NR12 7LX, however this is a Private unadopted road serving the Dairy Farm Cottages and the former Stables only. This will be queried with BDC.

7. Parish Clerk and Chairman

- (1) Website accessibility statement – by September 2020 we will need to have a Website accessibility statement to comply with the Public Sector Bodies (Websites and Mobile applications) (No2) Accessibility Regulations 2018. This will need to be on every page of our website. The Clerk will monitor the wording that other Councils are adding to their website before updating ours.
- (2) Death of Royalty – it was agreed that in the event of the death of a member of the Royal Family a book of condolence will be held in the village. Mr Jones to ask the Recruiting Sergeant if the book could be held there.

8. Highways and PROW

- Ponding by the Tithe Barn – the road has been marked for repairs to be carried out.
- The footpath by the Old School House on Norwich Road has been resurfaced
- Green Lane between the last house and Mill Road is scheduled to be swept
- Drainage by Heggatt House – we have been informed by Highways that they have programmed for the gully at this location to be cleared. They will also side out along the kerb line from this gully back up the hill to the pond. The bank into the pond at this point has also been cleared back and made wider so this should improve the drainage. Mud along this section was no worse than they expected, but they will continue to monitor this.
- The service path by the Tarmac entrance has been cleared.
- Concern about safety at the roundabout remains as another accident has occurred
- Dog mess is an issue again in the Green Lane, Norwich Road and Rectory Road areas

9. Pond & Trees

Nothing to report

10. Horstead Mill

- (1) Needles found at the Mill have been reported to the police. Mr Jones to investigate lights etc. which may make the area less attractive for late night users. A car park barrier was also discussed, but this could cause emergency vehicle access issues.
- (2) Tree works – The clerk to obtain quotes

11. Playing Field

- (1) Fortnightly inspections are being carried out by Mr Jones. The mole has reappeared and will be monitored until Spring.
- (2) Surface under Witches hat - according to RoSPA there are no legal requirements regarding surfaces under play equipment. It was agreed the replacement surface would exceed the size of the witches hat by 1 metre all round.
- (3) The tree canopy cutting above the play equipment has been added to the grass and hedge contract.

12. Speedwatch and SAM2

- Mr Pye advised that there is no Speedwatch in December. The two sessions in November resulted in 9 letters being issued, none of which was to residents of the villages.
- The SAM2 has been on Norwich Road for 4 weeks. In both directions it was noted that there was a 10% increase in traffic volume compared to the same time last year. This is on top of the 30% increase in the first year of the NRD being opened. The SAM2 will now be by the Tithe Barn for 4 weeks.

13. Community Spirit

- Fete – and advert has been put on Facebook asking for volunteers to be involved on the day. Events such as tug of war, treasure hunt etc. are being proposed.
- 75th Anniversary of VE Day 2020 – the minutes of a joint meeting with Coltishall Parish Council were circulated. Another meeting is planned for January. Swift may be able to do a flypast. The mobile library will have a themed van outside Randells. Other events planned for the day are beginning to take shape.

14. Neighbourhood Plan

Further revisions of the Policies are underway.

15. Police report

Reports circulated

16. Training, meetings and consultations

Events attended:

VE 75th Anniversary Planning Meeting – 25 November – CJ, AB, BJ, Clerk

Upcoming events:

SNAP – 9 January – CJ

VE 75th Anniversary Planning Meeting – 13 January – CJ, AB, BJ

Chairmans networking – 16 January – CJ

Advanced excel – 25 March - Clerk

Tarmac Liaison – 24 April – CJ & MG

17. Items for the Next Agenda

Standing items for monthly meeting and Co-opt new councillors.

18. Date and Time of the Next Meeting

Parish council meeting: Wednesday 8 January 2020 at 6pm in the Main Hall of the Tithe Barn, Rectory Road.

Jo Copplestone reported –Awaiting copy of report

Fran Whymark reported – County have agreed an Environmental Policy which will see one tree for every resident, community woodlands and rewilding of green spaces. Benefiting residents and wildlife across the County. We will undertake and audit of our emissions, and that of our partners to improve and reduce our carbon footprint.

DRAFT