

## HORSTEAD WITH STANNINGHALL PARISH COUNCIL

All Councillors are summoned to a Meeting of Horstead with Stanninghall Parish Council which will be held in the Main Hall of the Tithe Barn, Rectory Road, on Wednesday 11 September 2019 at 6.00pm. This meeting is open to members of the public (but see below).

*Suzanne Hall*

Suzanne Hall  
Parish Clerk

5 September 2019

### AGENDA

#### Public Participation

In law, members of the public are not allowed to speak when meetings of the Parish Council are in session. The Council recognises, however, that members of the public may wish to make submissions related to items on the Agenda or raise concerns for discussion at a future meeting and will therefore permit them to do so briefly before the commencement of the meeting. Once the meeting has started no further public participation will be allowed, unless specifically invited by the Chairman for a point of clarification, in which case a vote will be taken to suspend standing orders. (See Notes for the Public Attending Parish Council Meetings).

#### 1 Apologies

To receive and consider apologies for absence

#### 2 Declarations of Interest

For all members to declare interests for this meeting.

#### 3 Minutes of the Meeting of 10 July 2019

To approve the minutes of the last Parish Council Meeting (Circulated).

#### 4 Planning

If any received

To inspect plans please go to [www.broadland.gov.uk/plans](http://www.broadland.gov.uk/plans) and type in the application number. Alternatively they may be viewed at the offices of Broadland District Council, Thorpe Lodge, 1 Yarmouth Road, Norwich NR7 0DU. Links have been provided for Broads Authority and NCC applications.

Any planning applications received after agenda set.

#### 5 Parish Clerk and Chairman

##### Clerk's actions on items not on the Agenda

- (1) Cold Calling Zones
- (2) Parish Council web site
- (3) Policies for approval – Financial Regulations and Equal Opportunities
- (4) Laptop issues

##### Chairman's actions not on the agenda

- (5) Mill incident
- (6) Longfield House
- (7) Flint Wall – Robert Norgate Close
- (8) UKPN
- (9) Rural Nature Reserves

#### 6 Finance

##### (1) Payments Received

Donation from H Gurney for paint £41.27

##### (2) Payments for Approval

HAGS - Playground Inspection £192.00  
ICO – Data Protection Fee £40.00  
BDC – Playground litter bin empty – 4/19-3/20 £182.00  
PKF Littlejohn – External Audit £240.00  
August litter picking - If invoice received £????  
D Tyson – work at Mill – to be paid when 'tidied up' £7,750.00  
CJ expenses – bin bags etc £?????

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

July litter picking £225.00  
Veolia - Bin Lifts in June collected 28/07/2019 £105.02  
Veolia - Bin Lifts in July collected 28/08/2019 £105.02  
Payroll July and August 2019 £1,454.16

##### (4) Payments for authorising - Neighbourhood Plan

None

##### (5) Quarter 1 2019/20 - accounts audit – Mr Browne

##### (6) Accounts for 2018/19 – To note that these have been signed off by the external auditors

#### 7 Highways & PROW

- (1) Pedestrian Survey

- (2) Recruiting Sergeant – Mr Jennings
- (3) Update on current issues – Clerk & Mr Jones
- (4) Anything else to report – Mr Cain

## **8 Pond & Trees**

If anything to report

## **9 Horstead Mill**

- (1) Update on works from Mr Jones/Mr Browne
- (2) Litter picking – decide requirement from October
- (3) Tree works – Update from Clerk

## **10 Playing Field**

- (1) Weekly inspections – Update from Mr Jones
- (2) Tree canopies

## **11 Speedwatch and SAM2**

Update from Mr Jones

## **12 Community Spirit**

- (1) Fete for 2020 – Mr Cain
- (2) VE Day – 2020 – Mr Browne & Mr Jones

## **13 Neighbourhood Plan**

July minutes on website - Update Ms Weightman

## **14 Police report**

- (1) Circulated if available

## **15 Training, Meetings and Consultations**

### **Events attended:**

SNAP – 11 July - CJ  
Community Land Trust meeting – 18 July - CJ  
Tarmac Open Day – 21 July

### **Upcoming events:**

SNAP – 10 October - CJ  
Broads Authority Parish Forum – 16 October - CJ  
Tarmac liaison – 8 November – CJ & MG

## **16 Items for the Next Agenda**

To be decided

## **17 Date and Time of the Next Meeting**

Parish council meeting: Wednesday **9 October** 2019 at 6.00pm in the main hall of the Tithe Barn.