

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

**Present:** Cllrs, Mr C Jones (Chair), Mrs C Fleming, Mrs M Gurney, Mr R Jennings, Ms P Weightman, Mr A Browne, Mrs D Williams, Mr T Cain and Mr M Blackburn

**In Attendance:** Suzanne Hall (Parish Clerk) and four members of the public

**Public Forum**

- Cllr J Coplestone gave 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 L Barrett

**2. Declarations of Interest**

None

**3. Minutes of the Meeting of 11 July 2018**

The minutes of the last Parish Council Meeting were

**AGREED AND SIGNED**

**4. Planning**

None received

**5. Parish Clerk and Chairman**

(1) Commemorative Bench – Clerk and Mr Browne to review bench. Clerk to meet Rev Englesen.

(2) Mr Jennings has resigned from Neighbourhood Plan group. Ms Weightman will continue to represent the Parish Council.

(3) It was **AGREED** that Mrs Fleming will continue to represent the Parish Council on the Horstead Centre Committee

(4) The clerk gave an update on No Cold Calling Zones – it was **AGREED** to hand deliver packs supplied by Trading Standards on a street by street basis, beginning with St Margaret's Close. Clerk to contact Trading Standards for info/voting packs. Mr Jennings will distribute these to residents when received.

(5) The proposal for a 'children playing' sign for Tungate Way (at a cost of £250) was

**APPROVED**

(6) A complaint was received about dogs fouling on footpaths and verges, the owner has been contacted.

(7) There are currently 2 unpaid donations – the clerk to chase now further details have been obtained

(8) Mr Jones gave an update on proposals on a B1150 pedestrian crossing. Mr Jones to ask for further details on how the feasibility study will be conducted. All Councillors to bring ideas on how we can engage with residents to gain their support to the October meeting.

(9) GNLP – is coming up for consultation from 29 October to 14 December. Developments in Coltishall PC will probably have a detrimental impact on services for residents in our Parish.

**6. Finance**

**(1) Payments Received**

Donation for WW1 banked (see July minutes item 8)

**£20.00**

VAT reclaimed Q1 2018

**£631.10**

Grant received for WW1 event

**£500.00**

**(2) Payments for Approval**

Norfolk Wildlife Services – Pond survey

**£368.62**

ICO – Data protection annual renewal fee

**£40.00**

PKF Littlejohn – External audit fee

**£240.00**

D Clark – work to noticeboards and bench

**£641.98**

**Proposed by Mrs Fleming, seconded by Mr Cain and**

**APPROVED**

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

Veolia - Bin Lifts in June collected 31/7/2018

**£125.34**

Veolia - Bin Lifts in July collected 28/8/2018

**£100.27**

Clerks Salary Inc. HMRC July 2018

**£676.67**

Clerks Salary Inc. HMRC August 2018

**£676.67**

**(4) Payments for authorising – Neighbourhood Plan**

None

**7. Neighbourhood Plan**

Minutes from the August meeting are on the website. Ms Weightman and Mr Simpson are to meet with Parker Planning on 13 September to discuss finer details of plan.

## 8. WW1 celebrations

Mr Jennings reported that:

- The beacon will be sited on the field opposite the Rising Sun and will be viewed from Coltishall Common
- Mr Jennings will send a thank you letter to Reed Brothers for cutting wood
- We are waiting for written permission from BDC concerning the event – conversations indicate this will not be an issue
- We are waiting for the Broads Authority to respond re the siting of the beacon. Mr Jones will speak to their Planning Officers the Broads Parish Forum on the 19th September if no response has been received by Mr Jennings before then.
- We have the permission of the Commons Trust to use Coltishall Common – further contact will be made if a food stall is to go ahead.
- Nearby residents and landlords have been contacted
- Further donations amounting to £80 have been received
- Mr Jones to chase Tarmac for a 'donation' response
- Mr Jones to talk to Norfolk Police (Pete Mcgee) about parking during the event

## 9. Pond

The survey report has been circulated. The pond is in good condition. NWT have supplied a comprehensive management plan which will need to be put in place to keep it that way and to improve it further. As it called for the plan to be implemented from this September and we have missed that date then we will commence with the rolling plan later this autumn.

## 10. Horstead Mill

- (1) Structural Survey – This has been carried out and initial indications are that there are no immediate concerns, but work is needed to prevent future issues. This will be looked at in detail when the full report is received.
- (2) A complaint was received about levels of litter at the Mill – this was during a period of high use of the area. While the complaint has been resolved, action may be needed to prevent reoccurrence next summer.

## 11. Playing Field

- (1) Weekly inspections are being carried out by Mr C Jones. It was noted that the current contractors are doing a good job with the grass cutting
- (2) The litter bin has been overflowing on several occasions. The clerk is investigating the possibility of a bigger or second bin.
- (3) The Clerk to contact Mr Clark about the foundations to the Rocking Horse.

## 12. Speedwatch and SAM2

Speedwatch – The next session will take place next week dependent on having enough volunteers  
The SAM2 is currently on Norwich Road, Horstead, facing southbound traffic. It will be moved to the opposite side of the highway in the next week.

## 13. Highways

- (1) The boundary along Mill Road has been defined and drawings circulated
- (2) Several Highways issues were raised which the clerk will progress

## 14. Police report

The Police report was circulated.

## 15. Training, meetings and consultations

### Events attended:

CiLCA training – ongoing – clerk

### Upcoming events:

CiLCA training – ongoing - clerk

Broads Parish Forum – 19 Sept – Mr Jones and Ms Weightman

Evidence Gathering in community led planning – 20 Sept – Ms Weightman and Mr Simpson

NPFA, AGM -October – Mr Jones

SNAP – 9/10/18 – Mr Jones

## 16. Items for the Next Agenda

Standing items for monthly meeting

## 17. Date and Time of the Next Meeting

Parish council meeting: Wednesday 10 October 2018 at 6pm in the Main Hall of the Tithe Barn, Rectory Road

## **News from Broadland District Council**

As several of the offshore rigs are due to be de-commissioned at the end of the year, it is expected that helicopter traffic over the village will decrease. The Police have recently started a new initiative called Park, Walk & Talk, whereby officers park up and spend about 20 minutes walking around and talking to people. The feedback received has been positive. This summer has also seen Broad Beat – a boat manned by 2 officers has been travelling around the Broads helping people to stay safe.

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