

**MINUTES OF THE MEETING OF HORSTEAD WITH STANNINGHALL PARISH COUNCIL  
HELD IN THE TITHE BARN, RECTORY ROAD, ON WEDNESDAY 14 JULY 2021 AT 6PM.**

**Present:**, Cllrs, Mrs C Fleming (Chair), Mr C Jones, Ms P Weightman, Mr A Browne, Mr T Cain, Mr D Hales, Mrs D Williams, Mr A Kirby, Ms S Corp and Mr G Bagge

**In Attendance:** Suzanne Hall (Parish Clerk) and no members of the public.

**1. Apologies**

Apologies from Mrs M Gurney, Cllr J Coplestone (BDC) and Cllr F Whymark (NCC) were received and ACCEPTED

**2. Declarations of Interest**

None

**3. Public Forum**

- Cllr J Coplestone (BDC) and Cllr F Whymark (NCC) provided an overview of their current involvements – see summary reports at end of these minutes.
- Mr Jones asked if Parish Councils would be consulted as part of the Highways assessment work mentioned in Cllr J Coplestones report
- Mr Hales asked about the PROW notices that have been posted around Heggatt.

**4. Minutes of the Meeting of 5 May 2021**

The minutes of the last Parish Council Meeting were

**AGREED AND SIGNED**

**5. Finance**

**(1) Payments Received**

None

**(2) Payments for Approval**

Travel expenses, Mill Road and Playground signs - Mr Jones	£28.80
Drainage Board Annual fee	£3.05
Clerks Q1 expenses	£153.69
SLCC membership	£166.00
Litter picking for 11 June to 5 July	£81.00

**Proposed by Ms Corp, seconded by Ms Weightman and**

**APPROVED**

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

Veolia - Bin Lifts in April collected 28/05/2021	£84.06
Veolia - Bin Lifts in May collected 28/06/2021	£56.04
Payroll May 2021	£992.66
Payroll June 2021	£992.66
Litter picking for 7 May to 10 June	£144.00

**(4) Neighbourhood Plan**

None

**(5)** It was agreed that the litter picker would be paid in August on receipt of time sheet (no August meeting to approve)

**6. Planning**

Information only - not for discussion - comments already submitted as part of delegated authority

- **20210768 - Grove View, Frettenham Road, Horstead** - Erect wooden open bay Carriage house to provide shelter for guests (shooting) - The Parish Council raised several objections and concerns which can be viewed on the Broadland District Council website.
- **20210962 - Heggatt Hall Farm, Heggatt Road, Horstead** - Prior notification - Change of use of 3 agricultural buildings to flexible commercial use - The Parish Council raised concerns which can be viewed on the Broadland District Council Website
- **20202224 - Coltishall Clinic, Bure House, Rectory Road, Horstead** - revised plans for conversion of outbuilding - The Parish Council had no further comments to submit
- **20211069 - Portreath, Buxton Road, Horstead - Single storey rear extension** - The Parish Council had no concerns or comments

## **7. Parish Clerk and Chairman/Councillors**

- (1) Two Jays farm - The Planning Enforcement team at Broadland District Council have been informed of Parishioners concerns. The Clerk will request an update.
- (2) The Clerk will obtain quotes to re-varnish the noticeboards
- (3) The Parish Council website needs some updating. Mr Skippings has volunteered some time to help with this. In the meantime the Parish Councillors will provide profiles and photos to update the 'who we are' page. Any other suggestions for improvements should be passed to the Clerk.
- (4) It was agreed the following councillors would be the Clerks first point of call for any issues:  
Playground - Mr Jones and Mr Bagge (training to be arranged for Mr Bagge)  
Traffic - Mr Kirby  
Mill - Mr Bagge  
Planning Applications - Ms Corp  
Litter - Mr Hales  
All other councillor points of contact for the clerk will remain unchanged.
- (5) Annual Rough sleeper count - none of the Councillors were aware of any rough sleepers in the Parish.
- (6) Oak Tree at Randells - Mr Jones reported that this is the responsibility of Highways. He has removed the iron railings that were causing issues and has re-sited the brass plaque next to it.
- (7) Queen Elizabeth II Platinum Jubilee - June 2022 - Mr Cain will take the lead - he has some ideas that he will circulate.
- (8) Mobile Post Office - Mr Cain reported that parishioners are using the weekly service at Coltishall village hall. The Clerk to promote this service in the Marlpit.
- (9) The armed forces covenant was discussed. Mr Bagge advised that this was aimed at larger employers. The Parish Council decided not to sign up.
- (10) Mr Jones to check the potential owners of the sycamore tree by the pond.
- (11) The Parish Council had no objections to the Church approaching Highways about siting the church weather vane on the green in front of the Church Cottage.

## **8. Highways & PROW**

- (1) Mill Road Parking - the cones and 'polite' notices appear to be effective, but Mrs Williams advised there are now issues further along at Robert Norgate Close. Mrs Williams to report any inconsiderate parkers. Mr Kirby to collect stats with regards to time/date/impact etc of vehicles parking. It was suggested that the data could be sent to BDC and potentially the press.
- (2) Councillors are encouraging Parishioners to report issues directly to Highways via the Norfolk County Council website. If issues remain unresolved the Parish Council will follow them up.

## **9. Pond & Trees**

- Nothing to report except some strimming has been carried out by Mr Parkerson

## **10. Horstead Mill**

- (1) Donations - The National Lottery Heritage Fund have agreed that Voluntary donations can be requested and accepted for the maintenance and upkeep of the Mill. Mr Jones to investigate setting up a Just giving page and QR code that can be displayed at the Mill. The Clerk to look into a separate account for donations. Mr Browne to draft a donation request letter and list of high profile users (coastguard, fire service, canoe man etc) it could be sent to.
- (2) Litter Picking - The Clerk thanked the Councillors for covering for the Litter Pickers absence. The Clerk has removed the recycling sticker from the new bin as both bins are to be used for general waste.
- (3) Financing the Mill remains a concern - Mr Bagge asked if this asset could be disposed - He will check out the Lottery grant terms and the Lease documents for the Mill. He will also approach NP Law.
- (4) Mr Hales reported a branch has fallen over the waterway. Mr Jones to check if this is on Mr Gurneys land.
- (5) The Clerk will ask the Broads Authority the clear vegetation near 'the beach'.
- (6) The info board near 'the beach' has rotted and been removed. Mr Jones will see if the plastic info part can be sited elsewhere at the Mill.

## **11. Playing Field**

- (1) Inspections are being carried out weekly by Mr Jones and reported on the community Facebook page.
- (2) After submitting a formal complaint to HAGS, the playground inspection has been completed as has the two yearly zipwire strip down. The repairs to the zipwire have been done and the zipwire is once again able to be used.
- (3) With the exception of the slide, there were no other reported concerns at the playground. Mr Jones and Mr Browne will look to resolve the slide issues.

## 12. Speedwatch and SAM2

- Speedwatch is operational with weekly sessions being held
- The SAM2 is outside the Tithe Barn

## 13. Community Spirit

- The fete will be put on hold until summer 2023, as summer 2022 will be the Queen Elizabeth II Platinum Jubilee

## 14. Neighbourhood Plan

Currently on hold.

## 15. Police report

Reports circulated

## 16. Training meetings and consultations

### Events attended:

None

### Upcoming events:

Broadland and South Norfolk Parish Council Forum - 20 July 10-12 via zoom - Mr Jones and Ms Weightman

New Councillor training - to be arranged

## 17. Items for next agenda

Standing items for monthly meeting

## 18. Date and Time of Next Meeting

Parish Council meeting: Wednesday 8 September 2021 at 6pm in the main hall of the Tithe Barn.

### **Jo Copplestone reported - Broadland District Council Report- July 2021.**

Cllrs, Whymark, Lawn and myself had a virtual meeting with our Place Shaping Manager Paul Harris and Mark Ashwell Planning Policy Manager at North Norfolk District Council on 15<sup>th</sup> June to discuss the Duty to cooperate cross border in respect of the heavy levels of traffic on the B1150. NNDC have now commissioned Norfolk County Council to undertake highways assessment work which will provide a technical basis to inform strategic or local impacts that need to be addressed.

On 6<sup>th</sup> July Broadland's cabinet agreed to support the direct delivery of projects to support skills and training for our residents. The pandemic has increased economic disadvantage in young people and the focus of our direct delivery projects are primarily aimed to support these cohorts:

**Work 4 All-** to provide person-tailored support and advice to the recently unemployed or underemployed residents, which will include practical support with CV's, links to other services and potential career opportunities.

**Choices-** this already established programme offers focused training provision to help the recently or long term unemployed back into the workplace.

**Apprenticeship Scheme-** to provide a comprehensive apprenticeship offer to ensure the councils utilise their apprenticeship levy and to establish a centralised apprenticeship budget to further this ambition.

**Future Paths-** to provide summer placements within the Councils for 16-18 year olds in the local area who are soon to leave education, with the ambition of providing employment experience.

**Kickstart-** Government funded work experience placements (both internally and externally) for 18-24 year olds who have been out of work for over six months.

**School career advice-** To ensure young people receive the best careers advice before starting their careers and promote Local Authorities and Government as a tangible career option's. Further small business and start up business support measures are due to be announced in September.

I hope you all stay safe & well!

**Fran Whymark reported** - Norfolk County Council (NCC) is asking parents, who are eligible, to register for free school meals before 21<sup>st</sup> July. This will allow the children to have food vouchers over the summer holidays. It will also help the school access additional funding to support the children through the Pupil Premium. Additionally we have just launched the Big Norfolk Holiday Fun programme for children eligible for free school meals. This will give children free access to activities with lunch each day they attend. This will be run by Active Norfolk. For more information go to [www.activenorfolk.org/getmycode](http://www.activenorfolk.org/getmycode) .

Norfolk carers are invited to apply for a Wellbeing Pack through Carers Matter Norfolk, I'm told the PPE is useful and the chocolates are very nice. For more information go to: <https://carersmatternorfolk.org.uk/free-wellbeing-packs/> or call 0800 0831148.

Ferrovial Construction have been awarded the contract to build the Norwich Western Link. They are a leading international construction and engineering company. Ferrovial will work alongside the project team at NCC, starting straight away. For more information go to: [www.norfolk.gov.uk/nwl](http://www.norfolk.gov.uk/nwl)

NCC are already looking at budgets for 2022/23. There is a £39m funding gap which we are working with Central Government to address. We are looking for better long term funding, particularly for Adult Social Care but also generally so that we can make long term decisions.