

**MINUTES OF THE MEETING OF HORSTEAD WITH STANNINGHALL PARISH COUNCIL  
HELD IN THE TITHE BARN, RECTORY ROAD, ON WEDNESDAY 13 NOVEMBER 2019**

**Present:**, Cllrs, Mr C Jones (Chair), Mr R Jennings, Ms P Weightman, Mr A Browne and Mrs D Williams  
**In Attendance:** Cllr J Copplestone (BDC), Suzanne Hall (Parish Clerk) and 6 members of the public.

**Public Forum**

- Cllr J Copplestone provided an overview of her current involvements – see summary report at end of these minutes.
- A parishioner has been investigating the use of the Mill for Micro power. The findings will be shared with the Parish Council.

**1. Apologies**

Apologies for absence were received and accepted from Mrs C Fleming, Mrs M Gurney, Mr T Cain and Mr F Whymark (NCC)

**2. Declarations of Interest**

Item 4 – The Paddocks – Mr A Browne – friend

**3. Minutes of the Meeting of 9 October 2019**

The minutes of the last Parish Council Meeting were

**AGREED AND SIGNED**

**4. Planning**

**20191636** - The Limes, 22 Norwich Road, NR12 7EE - 1. First Floor Extension over Garage 2. Conversion of Outbuilding to Provide Additional Bedroom with Link Extension to Main Property – **NO COMMENT**

**20191686** – The Paddocks, Frettenham Road, NR12 7LB – Erection of Dwelling (Outline) – **COMMENTS** – the Parish Council cannot support this application for the following reasons: Frettenham Road in this area has a history of flooding. Extra building at this location will make the situation worse – there is nothing in the plans to mitigate this. The road at this point is very narrow making access dangerous both for occupants and other road users. It is outside the settlement limit.

**5. Parish Clerk and Chairman**

- (1) Cold Calling – Mr Jones has delivered the packs to all the residents of Tungate Way. Mr Cain will be delivering packs to Patricia Avenue, Green Lane and Havergate. Responses need to be with Trading Standards by 13 December.
- (2) Jays Farm – The clerk is waiting for information from Broadland District Council
- (3) Frettenham Road business units – the new units have been reported to the enforcement team as no planning permission was requested.
- (4) The Training Policy and the Code of Conduct Policy were APPROVED
- (5) Bus service – Mr Jennings has received a request for an official bus stop opposite Green Lane – currently its request only heading towards North Walsham. The clerk to follow this up with Sanders. Issues with the 9.30 bus being a single decker will be reported to Sanders and Cllr Fran Whymark.
- (6) UKPN - During a recent prolonged power outage, up to the minute information was shared to the Horstead and Coltishall Community Facebook page. The outage wasn't long enough for compensation claims. Generators were brought in to restore power until the fault could be fixed. It has been requested that in future Havergate gets a priority generator connection. In response to a FOI request from the Parish Council, UKPN confirm that over the last two years they have had two landowners that have refused them permission to cut trees on the network supplying Horstead and the surrounding areas. Due to data protection, UKPN are unable to confirm any further details; however, UKPN would like to reassure the Parish Council the residents of Horstead that when these situations occur, they are committed to resolving the issues as quickly as possible.
- (7) Norfolk Mineral and Waste Local Plan – This has generated public discussion on Facebook and in the local press. The Parish Council advised the action they regularly take to keep parishioners informed. Questions raised by residents have been submitted to relevant parties. Mr Jones will follow up the issue of Norfolk County Councils inadequate notification of consultation.
- (8) Recruitment of new Councillors – Two Parishioners have shown an interest in becoming Councillors. They introduced themselves and will look to be co-opted at the January meeting if they are still interested.
- (9) Fireworks – it was noted that the Parish Council has no power to prevent people setting off fireworks.

**6. Finance**

**(1) Payments Received**

CIL payment

£894.68

Q4 & Q1 VAT	£814.42
<b>(2) Payments for Approval</b>	
October litter picking	£22.50
Poppy Wreath	£50.00
J Hall – Fence between the Mill and Horstead House	£455.00
J Hall – Concrete pad for Mill bin	£145.00
Marlpit – donation for 75 anniversary advert	£50.00
<b>Proposed by Ms Weightman, seconded by Mrs Williams and</b>	<b>APPROVED</b>
<b>(3) Payments for information only</b> – previously agreed direct debits and standing orders	
Veolia - Bin Lifts in September collected 28/10/2019	£105.02
Payroll October 2019	£726.10
<b>(4) Payments for authorising – Neighbourhood Plan</b>	
None	
<b>(5) The Q2 accounts</b> have been examined by Mr Browne and	<b>APPROVED</b>

## 7. Highways and PROW

- (1) Pedestrian Survey – Highways have advised that the only feasible option is to increase the size of the pedestrian island at the Recruiting Sergeant roundabout. Highways don't have the funds to carry this out so the Parish Council will be looking for other funding opportunities.
- (2) Recruiting Sergeant – Mr Jones to chase the tree removal, Mr Jennings to ask the Recruiting Sergeant if they will be submitting the request re the hardstanding by the side of the pub.
- (3) Mr Jones will escalate the issue of ponding on Rectory Road as this is still unresolved.
- (4) The footpath by the Old School House on Norwich Road has been reported due to root damage.
- (5) The recently erected Farm to Fork sign is being reported to the enforcement team at Broadland District Council.

## 8. Pond & Trees

Nothing to report

## 9. Horstead Mill

- (1) Tree works – The clerk to obtain quotes
- (2) Needles found at the Mill have been reported to the police

## 10. Playing Field

- (1) Fortnightly inspections are being carried out by Mr Jones. The mole has reappeared and will be monitored until Spring.
- (2) Garden Guardians raised the tree canopy above the play equipment when they did the autumn hedge cut.
- (3) The quote to replace the surface under the witches hat was APPROVED – Mr Browne to meet with the contractor to discuss specifics.

## 11. Speedwatch and SAM2

- Mr Pye provided a Speedwatch report. The latest session was cut short due to heavy rain. There are two sessions planned for November.
- The SAM2 has today returned to Horstead. It will be on Norwich Road for 4 weeks and then by the Tithe Barn for 4 weeks.

## 12. Community Spirit

- 75<sup>th</sup> Anniversary of VE Day 2020 – the minutes of a joint meeting with Coltishall Parish Council were circulated. Another meeting is planned for November. A donation to the Marlpit for a full page advert was APPROVED – this will ultimately come out of grant monies.

## 13. Neighbourhood Plan

The draft document is currently with Broadland District Council awaiting their comments.

## 14. Police report

Reports circulated

## 15. Training, meetings and consultations

### Events attended:

SNAP – 10 October - CJ  
 Broads Authority Parish Forum – 16 October – CJ  
 VE 75th Anniversary Planning Meeting – 21 October – CJ, AB  
 Tarmac liaison – 1 November – CJ

**Upcoming events:**

VE 75th Anniversary Planning Meeting – 25 November – CJ, AB, BJ, Clerk  
Chairpersons Networking event NPT&S – 8 January – CJ & CF  
SNAP – 9 January – CJ  
Tarmac Liaison – 24 April – CJ & MG

**16. Items for the Next Agenda**

Standing items for monthly meeting and Budget

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

Parish council meeting: Wednesday 11 December 2019 at 6pm in the Main Hall of the Tithe Barn, Rectory Road.

**Jo Coplestone reported** –our Councillors and Electoral Service Department are preparing for the forthcoming General Election on the 12th December!

There have been significant changes made to our staff structure over this last year by our Managing Director Trevor Holden, and we expect all remaining staff to be in their new roles by Christmas so our 'Two Councils One Team' vision can truly take effect. The main drivers for our collaboration with South Norfolk council were Strategic Economic & Housing Growth, with the formation of a 'Growth Delivery Team' to drive inward investment onto the area, and I'm pleased to say the new Growth Team will be part of my Economic Development portfolio.

Our three new Directors have been extremely industrious since being appointed, with new Strategies emerging including 'Inclusive Growth & Social Mobility', 'Joint Commercialisation', and 'Leisure'. As well as this we are also reviewing our 'Waste services' and 'Car Parks' (including electric vehicle charging points). We are also working towards developing the Norfolk & Suffolk 'Local Industrial Strategy' in our area, which includes our Food Enterprise Park at Honingham Thorpe, and we expect our first tenant on the food enterprise park 'Condimentum' to be producing mustard & mint sauce under licence for the historic Norwich brand 'Colmans' by Christmas.

All Members at Broadland have been given a £500 grant to spend in their communities, with the intention of giving support to community groups and social enterprises, so if you are a member of a community organisation in the Coltishall & Horstead Ward which requires financial help please let me know.