

**Minutes of the Meeting of Horsford Parish Council
held on Monday 2nd December 2024 at 7pm at Horsford Village Hall**

Attendance: Cllr Brown (Chair), Cllr Clarke, Cllr Johnson, Cllr Keeler, Cllr Makinson, Cllr Stallard-Mulford, Cllr Thorpe, Cllr Tony Adams (County Councillor), Cllr Nich Starling (District Councillor), Sarah Vergette (Clerk) and one member of the public.

- 1. Apologies for absence.** Cllr Bell, Cllr Lisa Starling (District Councillor).
- 2. Declaration of Interests:** Members of VHMC declared an interest in village hall matters.
- 3. Co-option of Councillor.**
- 4. To approve as accurate minutes of the previous meeting.** The minutes of the previous meeting, having been circulated were **approved**.
- 5. Public participation session**
 - 5.1 Public. A member of public attended the meeting to discuss the letter which had been sent regarding posts in Mill Lane. The resident stated that they intended to remove their posts but was concerned that only Mill Lane had been sent letters. Cllr Brown replied that other properties would be written to. The Parish Council was asked by Highways to send the letters, if the posts are not removed within thirty days of the receipt of the letter Highway will remove them. The resident said he would remove the posts but could not do it in the time scale and Cllr Brown replied that he would be given an extra week to do the removal.
 - 5.2 County Councillor report. Cllr Adams reported that Government is proposing local government reorganisation which combined Norfolk and Suffolk with a Mayor presiding over both counties as a single unitary authority. This would affect funding. A White Paper is expected outlining the preferences. Cllr Adams reported on the 20mph limits which were discussed at the previous meeting. The new 20mph limits were part of the planning permission for the development therefore if other 20mph limits are requested the Parish Council would need to fund them. There was discussion relating to the proposed PedalWay, details had been circulated. Cllr Makinson stated that the Parish Council is in the midst of the Neighbourhood Plan which had not been taken into consideration and the mitigating proposals relating to the Western Link could be affected. Cllr Brown stated that he was disappointed that Cllr Adams does not stay longer at meetings, there are often items which are raised during the meeting he should be aware of.
 - 5.3 District Councillor report. Cllr Nich Starling stated that the Showcase had been an excellent event, which was well attended. It was good to see community groups getting involved. Cllr Starling had called in the planning application for Broadland Country Park. There was concern from councillors regarding a conflict of interest as BDC own the Park. Cllr Starling stated that BDC must abide by the Framework. Cllr Johnson asked if it would be possible for the planning officers to have a site visit, they should see for themselves how dangerous the roads are around the Country Park. Cllr Starling will ask the planning officers, and the clerk will also write. Cllr Starling went on to say that BDC is in the process of setting the budget, certain assets need to be valued.
Cllr Lisa Starling had sent a report regarding the buses. She had received a message from the bus company after asking for some stats after the changes they have put in. There has been a little improvement.

Bus company quote.

It's not a huge improvement, only 3%, but the next timetable change will be done with a new bit of software that provides much more data on journey times. We've already seen more than 10% improvements to punctuality on services where this has been used.

- a. A Police report, nothing received but the police had been very proactive during the month and had assisted with several issues.

6. Village Hall Committee

- 6.1 Cllr Keeler reported that the new secretary will start on 1st January, in the meantime they will undertake training.

7. Highways

- 7.1 Update on the posts in Mill Lane, this was discussed under Public Participation. A letter will be sent to the Highway Engineer informing him of the deadline. Highways should then remove any remaining posts.
- 7.2 To note completion of the Puffin Crossing. Although the crossing had not opened on time, it should be open the following day – 3rd December.
- 7.3 To discuss the PedalWay Scheme, again this had been briefly discussed under Public Participation. Cllr Makinson stated that a lot of work had gone into the land allocation to allow access to circular paths and schools etc. Cllr Makinson expressed concern that BDC and NCC are not communicating, this had not been raised with the Parish Council even though they are in the midst of the Neighbourhood Plan. The current proposal had been altered from the original in that the road only has to be crossed at the start of the route and at the end. NCC should be made aware that the Parish Council is in the middle of the site allocation process and if the plan was to eventually bring the cycle/pedestrian path into Horsford, this could impact on the entrance to new housing on the Holt Road.
- 7.4 To discuss urban grass cutting. NCC had sent a revised plan of the areas which need to be cut and the sum they were prepared to pay had been reduced. This matter had been discussed at the recent Finance Committee meeting, and it had been agreed to go back to NCC stating that the Parish Council were not prepared to proceed.

8. BAP.

- 8.1 A report had been circulated and was noted. Cllr Brown stated that hard work put in by BAP had brought the rewards. Cllr Makinson reported that thirty-three online submissions had been received. Normally the installation of a Puffin Crossing could take 12-15 months, but our Puffin Crossing had taken eight months from start to finish thanks to the officers at NCC Highways who worked so hard to achieve this. This is a positive step for the village, it will also help to slow the traffic down.

9. Finance

- 9.1 To approve payments:

A Makinson – Zoom	£15.59
Village Hall	£224.00
HMRC	£550.31
S Vergette	£1627.53
Baby Bean	£400.00
TT Jones	£542.11
Blockbuster	£126.00
Forethought Marketing – leaflet delivery	£103.20

Colliers – rent	£1500.00
BDC – litter bins	£287.04
BDC – dog bins	£574.08
Colour Print – posters	£36
Colour Print – A Boards & Foamex boards	£331.20
Colour Print – handout, questionnaire	£572.34
Chenery’s Load and Go	£875.00
Anglian Water – Crown Hill	£51.38
Anglian Water – Corner Lane	£159.64
Ashfords – half yearly maintenance roundabout	£756.00
O’Neill Homer	£5430.00
A Makinson – refreshments	£131.56
C Brown – keys	£24.80

Agreed.

It was also agreed to fund the purchase of thirteen chickens for Horsford Food Parcels.

- 9.2 To agree bank reconciliation. Agreed.
- 9.3 To agree the budget. The budget had been discussed at length. Cllr Johnson proposed acceptance and agreement of the budget, seconded by Cllr Keeler with all in agreement.
- 9.4 To a memorial bench. The family of Andrew McClure had agreed that it was a lovely idea to have a memorial bench and suggested siting it near the village hall. The clerk will obtain prices. It was agreed that the bench would temporarily be sited near the park but once the NHP goes through it could go in the new green space associated with the new housing if approved.

10. Allotments

- 10.1 To discuss allotments. Colliers had been in contact regarding trees that need to be cut back at Church Fields allotments. The contractor will be chased on this and further quotes sought.
- 10.2 HALCOM had sent a report. A couple of plots are not being maintained correctly but there will be an inspection in the New Year. It was noted that the mound of soil which was discussed at a previous meeting had not been touched so far.

11. Planning

- 11.1 Planning application 2024/3209 single-storey side and rear extension at 5 Barrett Lennard Road. Cllr Makinson had drafted the planning form which will be completed by Cllr Johnson before sending on to BDC. There are ongoing issues relating to parking in this area which could be exacerbated by the development.
- 11.2 Planning application 2024/3528 for outline permission at Dog Lane for a self-build, no comment.

12. Clerk and Councillors reports

- 12.1 The clerk’s report was noted.
- 12.2 Cllr Thorpe was pleased to say that there is a new post box at Poppyfields.
- 12.3 Cllr Keeler asked if the noticeboard outside the old Brickmakers site could be disposed of as it is bad repair. Agreed. Cllr Keeler stated that the bus shelter outside the old Brickmakers site would need to be moved under the S278 Agreement as it would affect visibility. NCC have not specified a site, but it was agreed that it should be moved slightly northwards. It may also be a good idea to wait for the new bus routes to be released.

- 12.4 Cllr Stallard-Mulford stated that the mile marker near the old Brickmakers site is in bad repair, the clerk will contact Highways to see what can be done. This is a heritage asset.
- 12.5 Cllr Johnson stated that other properties that have posts in the verges need to be identified. Cllr Brown will do this and let the clerk know so she can write a letter. Cllr Johnson went on to say that the flags outside the sales office for DWH are still in place and they should now be removed. This was agreed. There have been people living in a tent in the woods for some time. This is an issue, and the police will be informed.
- 12.6 Cllr Brown remarked that there are several illuminated signs in the village, however the majority are against buildings. The sign at the Newsagent is a distraction it also advertises gambling, vaping and alcohol. The clerk will chase up BDC on this.

13. Horsford News

It was agreed to discuss this at the January meeting.

14. Correspondence.

14.1 The AGM for Norfolk ALC will be held on 4th December, Cllr Makinson and the clerk will attend.

14.2 Details relating to the Armed Forces Covenant 2025 Commemoration Fund were noted and will be passed to the Vicar.

15. Date of the next meeting. Monday 6th January 2025 at 7pm. Items for the agenda should be sent to the clerk by Monday 30th December.

There being no further business the meeting closed at 8.15pm.

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Chair

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Date