

Horsford Parish Council

Minutes

Meeting of Horsford Parish Council held on Monday 2nd February 2026 at 7pm in the Conference Room, Village Hall, Horsford

In Attendance: Cllr Brown (Chair), Cllr Bone, Cllr Clarke, Cllr Collins, Cllr Johnson, Cllr Keeler, Cllr Makinson, Cllr Overton, Cllr Stallard-Mulford, Cllr Thorpe, Cllr Nich Starling (District Councillor), Cllr Adams (County Councillor), Sarah Vergette (Clerk) and four members of the public.

- 1. Apologies & Approval of absence.** Cllr Bell and Cllr Lisa Starling (District Councillor).
- 2. Declarations of interest.** Members of VHMC, Cllrs Brown and Makinson, declared an interest in village hall matters.
- 3. To approve as accurate minutes of the previous meeting.** The minutes of the previous meeting, having been circulated were **approved** and signed as a true record
- 4. Public Participation**
 - 4.1 Public.** A broken drain on the corner of Oak Grove and various rattling drains were reported. A panel from the new bus shelter on Holt Road has come out. The clerk will deal with these matters. Cllr Adams agreed to contact Highways regarding roadworks on Holt Road which have been in place for some time and are causing an obstruction.
 - 4.2 County Councillor.** Cllr Adams reported that the local elections have been cancelled. Plans for the LGR are still unclear. Cllr Adams stated that he would provide written reports if he was unable to attend a meeting. There was some discussion regarding the way in which road repairs are carried, the standard of work is not acceptable. There was also discussion relating to closure of the northern roundabout whilst resurfacing is carried out, Cllr Adams will contact Highways regarding this.
 - 4.3 District Councillor.** Cllr Starling sent a report – appended to the minutes.
 - 4.4 Police Report.** No report.
- 5. Village Hall/Recreation Ground**
 - 5.1** At the recent VHMC meeting the provision of temporary toilet facilities for the Social Club whilst the refurbishment is being carried out had been discussed. It was **agreed** that the clerk would order three standard toilets and one disabled toilet. Toilet facilities will also be needed to service the Conference Room, this will be discussed.
 - 5.2** To discuss the request from the Social Club for Solar Panels. After some discussion it was agreed to ask the Club for drawings for where they would like to instal the solar panels, how many and arrangements for insurance. It is not possible to share solar panels with the village hall as there are now two separate electricity supplies.
 - 5.3** To discuss and approve the contract with 3 Harmonies Limited for the Changing Rooms Project. The draft contract had been circulated to all councillors, amendments had been agreed and made. It was unanimously **agreed** to sign the contract. The Chairman signed the contract. A meeting will be held on 6th February with the contractors and planning

consultants to go over the details for the internal materials, the Football Club Chairman will also be in attendance.

6. Finance

6.1 To approve payments .

a. A Makinson	Zoom	£16.79
b. VHMC	Hire	£140.00
c. HMRC	Tax & NI	£1270.94
d. Clerk	Salary & Expenses	£2975.19 includes MS Office subscription and website domain and hosting
e. Baby Bean	Toilet Cleaning	£400.00
f. SSE	Electricity	£386.08
g. Viking Direct	Stationery	£31.72
h. Vortex	Grounds maintenance	£781.60
i. G Hogarth	Bus shelter cleaning	£324.00
j. NPTS	Training	£129.60
k. NGF Play	Repairs	£1394.54
l. One Planning Solutions		£1404.00
m. Cleaning materials for public toilets		£63.20

Approved

6.2 To approve bank reconciliation. **Approved.**

6.3 To discuss request from the church towards grass cutting costs. Information relating to this request had been circulated. It was **agreed** to give a grant of £1,000 as set out in the budget.

6.4 There will be a finance committee meeting on 18th March.

7. Policies

7.1 To review and adopt Freedom of Information Publication Scheme. **Resolved to adopt.**

7.2 To review and adopt Data Protection and Data Audit. **Resolved to adopt.**

7.3 To review and adopt updated Grant Awarding Policy. A clause had been added to state that applicants have to attend the relevant Parish Council meeting where their application is discussed. **Resolved to adopt.**

8. Planning Matters

8.1 To discuss planning application 2025/3715 - rear garage extension to create small orangery at 4 Harvey Close. No objection.

8.2 To discuss planning application 2026/0039 - rear and side single storey extension with parapet, garage conversion and internal alterations at 69 Angela Crescent. No objection.

8.3 To discuss planning application 2026/0020 – Change of use 5366.8m² horticultural warehouse to a mixed-use comprising Class E Commercial Business and Service to B8 Storage and Storage uses at Kieft and Sons Limited, Reepham Road. No objection.

9. BAP

9.1 To note BAP report. Noted. A meeting will be held with BDC on 10th February to discuss their responses to Regulation 14.

10. Highways

10.1 Responses from the Highway Engineer to queries raised at the last meeting were noted. Cllr Thorpe stated that the old bus route through Olive Crescent is still being gritted. Highways will assess gritting routes for next winter.

10.2 A complaint regarding potholes in Sandy Lane had been received. The clerk had contacted Highways who stated that this was a Private Road but comes under a Public Right of Way so NCC would maintain for footfall only. Ultimately the maintenance would be for the Vets. The Council thought the response unsatisfactory as Sandy Lane services the Bowls Club and Broadland Country Park together with the vets. The clerk will write again to Highways and to BDC.

10.3 A concern had been raised regarding Becksides maintenance. The clerk contacted BDC who have agreed to carry out clearance on their land in this area. The clerk also contacted the other landowner to ask them to clear their part of the land.

10.4 An email had been received regarding traffic on Holt Road, the clerk had replied to say that a feasibility study is to be carried out and the Parish Council is aware of the issues.

11. Allotments

11.1 An allotment inspection will be carried out on 23rd March.

12. Correspondence

12.1 An invitation to attend the Thanksgiving Celebration at the Church had been received.

13. Clerk and Councillors Reports

13.1 The Clerk's report was noted.

13.2 Cllr Thorpe asked for a document showing action points arising from meetings which can be updated and circulated. **Agreed.**

13.3 Cllr Overton asked if tree surveys are carried out as there are several large trees in the village. The Parish has a tree survey carried out on the trees in their ownership. The clerk will contact Highways and BDC for advice.

13.4 Cllr Johnson suggested that the Clerk's appraisal should be held during the next finance meeting.

14. Date of the next meeting

The date of the next meeting is currently set for **Monday 2nd March at 7pm** in the Conference Room of the Village Hall. Items for the next agenda to be sent to the clerk by Monday 26th January 2026.

15. Dates for Future meetings: to commence at 7pm in the Conference Room, Village Hall.

Tuesday 7th April,

Tuesday 5th May,

Monday 1st June,

Monday 6th July,

Monday 3rd August,

Monday 7th September,

Monday 5th October,

Monday 2nd November,

Monday 7th December

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Chairman

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Date

District Councillors Report – 02.02.26

Budget Scrutiny

Last week I chaired the Overview and Scrutiny committee pre budget meeting. At the meeting cabinet members came to answer questions from the committee about the items of expenditure planned by the council and how the council intends to balance the budget this year.

As I explained before Christmas, the central government model of how District Councils are funded has been broken, essentially to “prove” that local government reorganisation is necessary. This has put immense pressure on the budget as money the council believed it could rely upon as it had always been allocated to districts like ours, has been removed at very short notice. The leader of the council did say they we will have a balance budget and this will be announced in the next few days.

Car Parking Will Remain Free

Following something that appeared in a letter from the MP last year, when he seems to intimate that the council was intending to charge for parking in Aylsham and Reepham, there were questions asked at the Overview and Scrutiny budget meeting if this might be seen as a solution to the budget balancing the council is trying to achieve.

It was confirmed 100% that this was not the case as charging for car parking as this would have a negative effect on the economy of Reepham and Aylsham. But also due to the enforcement costs, any move would be cost negative and actually cost the council more money than it would raise. I know a few locals in Horsford like to visit Aylsham in particular, so this will be good news for them.

Local Government Reorganisation

We are still awaiting an answer from the government about what is planned. The whole LGR policy was Angela Rayner’s pet project, and with her gone, some wondered if it might just be axed. But the government are still wedded to the idea, despite plenty of evidence that it will not provide any savings. Some clarity from government would be welcome.

Solar Farms

There was an item raised by Cllr Dave Thomas (my predecessor) for the council to discuss the growing number of solar farm applications. He was concerned, and his views were echoed by many other councillors, that the council lacked any effective way of countering or opposing solar farm applications when they are clearly not good applications or on appropriate sites. The report that came before overview and scrutiny led member of that committee to agree that a long-term, countywide approach was needed to address energy planning, rather than short-term measures. Following the discussion it was agreed that the head of planning would come back to O&S to report on the ongoing discussions with other councils on creating a county wide-framework, but the councillors also stressed the urgency of preparing Local Plans that ensured alignment between councils and that could hopefully be adopted by any new council following LGR. This would prevent a “free for all” from developers who might seek to take advantage of any new council not having suitable plans in place.

Pot Holes

Although not within our brief, we have reported a number of potholes this month. You expect them this time of year, but they need reporting anyway.

Banging Drains

It seems as if every third drain cover along the Holt Road “bangs” when driven over. The infrastructure and quality of parts used for these drain covers clearly is not up to the standard required for a road as busy as the Holt Road now is. I will be speaking to Cllr Adams about this, but I would point out that the one immediately outside the garage is very noisy, but the noisiest is immediately opposite Mill Lane.

Finally – Lynley (TV Drama)

I will be submitting a question to the leader of the council requesting her to write to the BBC to ensure that when the

make British TV dramas, set in Norfolk and Broadland, or in the case of Lynley, actually supposedly in Horsford, that they ought to be filming in Norfolk, not in Ireland.