

**Minutes of the Meeting of Horsford Parish Council
held on Monday 3 November 2025 at 7pm at Horsford Village Hall**

Attendance: Cllr Bell, Cllr Bone, Cllr Brown (Chair), Cllr Clarke, Cllr Collins, Cllr Johnson, Cllr Keeler, Cllr Makinson, Cllr Thorpe, Cllr Adams (County Councillor), Sarah Vergette (Clerk) and three members of the public.

- 1. Apologies for absence.** Cllr Stallard-Mulford and Cllr Lisa Starling (District Councillor),
- 2. Declaration of Interests:** Members of VHMC, Cllrs Brown, Keeler 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. Co-option of Councillor**
 - 4.1 It was resolved to co-opt Kevin Bone to the Parish Council. The Declaration of Acceptance of Office was duly completed and signed and Cllr Bone joined the meeting.
- 5. Public participation session**
 - 5.1 Public. None.
 - 5.2 County Councillor. Cllr Adams had sent a report which was circulated and noted. Cllr Adams was asked to report problems with the northern roundabout, broken kerb, pothole and the general state of the roundabout. Cllr Adams was also asked to report a sunken drain opposite the dentist on Holt Road.
 - 5.3 District Councillor. A report had been received and was circulated.
 - 5.4 Police report. Although no report had been received the Police had been active during the month, dealing with issues raised by the Council in an efficient and proactive manner, for which the Parish Council is grateful.
- 6. Village Hall Committee/Recreation Grounds**
 - 6.1 CCTV footage had been sent to the Police relating to broken playground equipment, the culprits had been identified and spoken with. The two families had agreed to pay £100 each towards the cost of replacing the Bumble Bee. A claim can be made on the VHMC insurance for the Bumble Bee with a £250 excess. The Parish Council will place an order for a replacement and the cost will be deducted from the VHMC grant.
 - 6.2 Changing Rooms – the architects have gone out to contractors for tender. Tenders should be placed by 20th November. The clerk will follow this up asking for the quotes so they can be discussed at the December meeting for a formal decision to be made. The clerk will ask for details of the contractors. The Social Club made a few comments to the proposal and these had been answered by the clerk.
 - 6.3 It was noted that when youth teams play football, they do not use the changing rooms and mud is being left across the car park making the surface slippery. The clerk will contact the Club.
- 7. Highways**
 - 7.1 The clerk will follow up on the situation with clearing the northern roundabout and the Urban grass cutting.
- 8. BAP**

Cllr Makinson reported that two drop in sessions for the draft Neighbourhood Plan had taken place, 72 people attended over the two sessions. All comments made have been typed up, several projects may come from the comments.

O'Neill Homer have sent their latest invoice, however the HNPR Team had to put in a lot of work to make the document acceptable. Cllr Makinson stated that there is no choice but to pay the invoice, she will however tell them how disappointed the Council is with the situation. If substantive comments are made on the draft Plan during the Reg:14 period, changes may need to be made.

9. Payments

9.1 To approve payments

A Makinson	Zoom	£16.79
Village Hall	Hire	£140.00
HMRC	Tax and NI	£1270.94
S Vergette	Salary & expenses includes cleaning materials for toilets and refreshments	£2801.30
Baby Bean	Toilet cleaning	£400.00
Gary's Window Cleaning	Bus shelters and notice boards	£324.00
Vortex	Grounds maintenance	£781.60
Mark Andrew	Roundabout, allotments and bulb planting	£200.00
NPTS	Assertion 10 training	£43.20
Colour Print	Printing for HNPR	£155.06
SSE	Electricity	£1072.26
SSE	Electricity	£171.76
J Keeler	Engraving	£63.60
TT Jones Electrical	EIC Inspection	£297.000

Payments Approved.

Payments received from BDC – £2,000 S106 reimbursement for Architect fees

BDC – CIL £2880.30 218 Holt Road

9.2 The bank reconciliation was **approved**.

9.3 To discuss grant application from the Scouts, after some discussion it was agreed to send the Grant Award Policy and application to the Scouts. The clerk will ask for sight of their accounts and quotes for the work to be carried out.

8.4 A request had been received to help with providing chickens and sausages for the annual food parcels, after some discussion it was agreed to send the Grant Award Policy and application to the PCC. Cllr Keeler declared an interest in this matter. The clerk will ask for the necessary criteria to meet the need and how this service is advertised.

10. Allotments

10.1 Most of the rents have been received, the clerk will chase the outstanding payments.

10.2 The water bill paid last month was thirteen times that of the previous year. It was noted that water meters had been installed at Corner Lane allotments. The clerk will write to the allotment committee to ask for a discussion on this. If the water bills remain high there will be no alternative but to increase the rents.

11. Planning

11.1 Planning Application 2025/2983 175A Holt Road – front and rear extension and rear

extension to the garage. No objections.

12. Clerk and Councillors' Reports

- 12.1 The clerk's report had been circulated and was noted.
- 12.2 Cllr Keeler offered apologies for the upcoming Finance meeting.

13. Correspondence

- 13.1 To discuss request for a Pétanque terrain. This had been previously discussed and there is no available land. The sports hub will be football pitches. The clerk will respond.
- 13.2 The NCC Budget consultation was noted.

- 13.** The date for the next meeting was set for **Monday 1st December** Items for the agenda should be sent to the clerk by Monday 24th November

There being no further business the meeting closed at 7.52pm.

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Chair

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Date