



To: Members of Horsford Parish Council

You are duly summoned to attend the Annual Meeting of Horsford Parish Council to be held on Tuesday 6th May 2025, immediately following the Annual Parish Meeting, in the Committee Room, Horsford Village Hall.

Sarah Vergette

Clerk, Horsford Parish Council

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Date 29th April 2025

Public Attendance

Members of the public and press are welcome to attend. At item 5, the public will be invited to give their views/question the Parish Council on issues on the agenda or raise issues for consideration of inclusion at future meetings. This item will generally be limited to 15 minutes duration and will be followed by any County/District Councillors' reports.

AGENDA

- 1. Election of Chairman**
- 2. Apologies for absence**
- 3. Declarations of interests**
- 4. To approve as accurate minutes of the previous meeting.**
- 5. Public participation session (15 minutes)**
 - 5.1 Public
 - 5.2 County Councillor report
 - 5.3 District Councillor report
 - 5.4 Police report
- 6. Village Hall Committee**
 - 6.1 To receive a report from the Village Hall Management Committee
 - 6.2 To discuss the use of S106 monies for football pitch maintenance
- 7. Highways & Environment**
 - 7.1 To discuss the email from Damian Jeffries – Highways
 - 7.2 To discuss email relating to Pyehurn Lane & Response from Doctors' surgery
 - 7.3 To discuss contract for highway/roundabout maintenance
 - 7.4 To discuss cleaning of the white gates
 - 7.5 To discuss funding initiative to support installation of bus shelters
 - 7.6 To discuss Public Spaces Protection Order
 - 7.7 To note installation date of ANPR camera

8. BAP

- 8.1 To receive and discuss updates on BAP

9. Finance

- 9.1 To approve payments – see attached list

Receipts

- a. Broadland District Council – Precept £63,500

- 9.2 To note the Internal Audit report
- 9.3 Approval of the Governance Statement of the Annual Return
- 9.4 Approval of the Accounting Statements of Annual Return
- 9.5 To discuss insurance renewal

10. Allotments

- 10.1 To receive updates relating to the allotments

11. Planning

- 11.1 To note the appeal for 2023/2395 Land East of Reepham Road – Solar Farm
- 11.2 Planning application 2025/1033 The Old Vicarage Lawful development certificate (existing) for implementation of planning permission 20081774 Application Type: Lawful Development - Existing Use / Development

12. Clerk's and Councillors' Reports

- 12.1 To receive the Clerk's report
- 12.2 To receive reports from councillors

13. Correspondence

- 13.1 To discuss any correspondence

14. To review and update policies

- 14.1 Standing Orders
- 14.2 Financial Regulations
- 14.3 General Risk Assessment
- 14.4 Internal Control Policy
- 14.5 Publication Scheme

15. Dates of future meetings: to commence at 7.00pm in the Committee Room, Village Hall

Monday 2nd June

Monday 7th July

Monday 4th August

Monday 1st September

Monday 6th October

Monday 3rd November

Monday 1st December

Items for the next agenda should be sent to the clerk by Monday 26th May 2025.