**HORNING PARISH COUNCIL**

**HHHHMinutes of the Parish Council Meeting**

**held on Monday 01 September 2014 at 7.00pm**

**at St Benet’s Hall**

**Present: Cllr M Turpin**

**Cllr D Moore**

**Cllr P Avellino**

**Cllr L Horey**

**Cllr R Martin**

**Clerk / RFO: Jo Beardshaw**

**Number of Parishioners: 12**

**County Councillor David Thomas**

**District Councillor Barbara Mcgoun**

1. **Apologies.** Apologies were received from Cllrs Evans, Lewis, Davis and Parker
2. **Declarations of Interest.** None
3. **Minutes of the previous meeting.** The minutes of the previous meeting (4th August 2014) were approved. The minutes of the confidential meeting held on 7th July were approved
4. **Actions from previous minutes.** None
5. **Correspondence**
   1. Note from Sally Ingham regarding the play area. Ms Ingham had written to support the idea of the children’s cycle path around the play area
   2. Cllr Peter Lewis. Cllr Lewis had resigned from the Council. The Clerk had sent his letter to all Councillors, and his letter was read at the meeting. The Clerk was asked to write to Cllr Lewis thanking him for his hard work in various roles on the Parish Council and agreeing that he should continue his important project on car parking and the restricted byway
   3. Motion regarding the HBS bids. Cllrs Turpin and Martin. ‘The Council accepts the strength of feeling and the arguments in favour of the final element of children’s play equipment and therefore agrees to support a bid for funding for it from the HBS Community Fund’. Noted
   4. Email from Cllr Evans regarding a grant for an allotment competition. Cllr Evans had secured a grant from Roys of Wroxham for an allotment competition, which would be administered by ‘Making a Difference Locally’. In addition, Cllr Evans had written to say that he had yet to purchase a lock for the gate of the allotments. Noted
   5. Email from Jane and Chris Nash supporting the idea of a boundary track around the playground. Noted
   6. Email from Christine and Denis Hands supporting the idea of a boundary track around the playground. Noted
   7. Email from Justin Le-May (NCC Highways). The Chairman had had a meeting with Justin Le-May, who had written with prices for potential ‘trods’ (cheaper alternatives to traditional footways). The price was approx. £100 per square metre. The Council agreed that this was too expensive. In addition, Mr Le-May had researched the idea of reducing the speed limit on the A1062 through Horning. He noted that the A1062 through Horning is a higher classification main distributor route and is subject to a 40mph speed limit. It benefits from good road width, a footway to the west, wide verges (offering pedestrian refuge) and a good general visibility. The area is semi-rural in nature, with a number of traffic signs, direction signs and road markings drawing attention to highway and other features. These are clear indicators, amongst many others, to support appropriate speeds within the current speed limit. The Council noted this. In addition, the Chairman had highlighted that there was a slight depression in the carriageway at the junction with Mill Loke / Staithe Close. Justin Le-May confirmed that this was not considered dangerous at the present time. In addition, he confirmed that due to budget pressures he could not request for the Radar Museum/RRH Neatishead sign to be reduced in size. This was noted with disappointment. The Clerk was asked to send the County Councillor the details in order to try other avenues
   8. Late correspondence. Email from Gary Gilden regarding a loose-dropped kerbstone adjacent to 35 Lower Street. He had asked the Council if they would be willing to comment on the litigation he is involved in with NCC. The Council asked the Clerk to write to Mr Gilden noting that they could not become involved in a case which is currently underway
   9. Horning Boat Show. Request to reserve the Horning Recreation Ground and St Benet’s Green on Saturday May 2nd 2015 (and for the previous few days and days afterwards). Agreed. The Clerk would also ask for a risk assessment prior to the event
   10. Email from J Mckenna supporting the idea of a boundary around the play area. Noted
   11. The Clerk noted that she had written to Smith’s Gore regarding the unsatisfactory situation with the gate at the allotments. She had then telephoned a number of times and left messages and had eventually had a telephone call from Ian Wilkinson at Smith’s Gore who had been unapologetic, and simply noted that they had decided not to put up a fence and that they would not be moving the gate. County Councillor Dave Thomas said that he would look into whether the gate was legal from the point of view of Highways.
   12. PCSO report. PCSO Laura Bennett had sent a report detailing that there had been 11 calls from the area since the last meeting, and one reported crime which was a burglary other than a dwelling at a garage on Lower Street. This had occurred between 2nd and 11th August. Noted
6. **Policies and Procedures.** None
7. **Finances:**
   1. **Receipt of the bank reconciliation.** The Clerk noted that Cllr Davis had asked her to inform the Council that he had approved the budget check and the monthly bank reconciliation.
   2. **Consideration of income received since the previous meeting**
      1. Norfolk Community Foundation. £2000. Noted
   3. **Payments agreed and authorised:**
      1. 2037. NALC. Cilca 6 days of training. £73
      2. 2038. Mario Tinge August. Litter Picking. £131.63
      3. 2039. Clerk salary and expenses: £552.33
      4. 2040. HMRC. PAYE. £96.20
      5. 2041. Carol Gilden. Cancelled as no invoice received
      6. 2042. CGM. Grounds Maintenance. £81.80
8. **Planning:**
   1. **Planning applications received:**
      1. NNDC. PF/14/1023. Benita, Neatishead Road. Erection of first floor side extension and conversion and extension of garage to habitable accommodation. No comment
   2. **Planning decisions received:**
      1. NNDC. Church Farm, Upper Street. Non material amendment. Approved. Noted
      2. NNDC. 1 James Road. Erection of front extension, link extension to garage and change flat roof to pitched roof over garage. Permitted. Noted
9. **Asset Management.** Cllr Avellino reported that Cllr Parker had tried to buy a dog waste bin but it had proved too expensive so they were looking into alternatives. In addition, the cables on the Christmas tree were found to be working, but the lights were not working. This would be looked into further. Cllr Avellino said that she would be obtaining new dates for the play inspection training because she had not had many responses to her request for participants. She had also spoken to Keith Buck regarding the potholes and the lining works and he had advised her that some areas would need to be cordoned off. In addition, the steps would also need to be closed (after the School Holidays) in order to carry out work on them. Cllr Avellino also noted that Keith Buck had not sent an invoice to the Council because he had been on holiday. With regard to the Village Hall Lease, Cllrs Avellino and Lewis had attended a meeting and some small amendments had been made. These would be made and agreed by email with a view to formally approving the lease at the October Parish Council meeting
10. **Parishioners’ Matters:** The meeting was adjourned at 7.39pm for public participation
    1. **District Councillor report**: The District Councillor said that as August was an extremely quiet month she had nothing to report
    2. **County Councillor report:** The County Councillor noted that the hedges had been trimmed on School Road. In addition, he said that he was aware of a request from Horning School regarding yellow lines on the road outside the school. It was **AGREED** that the District and County Councillors would work with the Clerk to arrange for new bottle banks to be delivered so that there was no time without bottle banks. The Council **AGREED** that the Clerk could take these decisions unilaterally. The County Councillor also noted that he had been working with others within the County Council to try to improve mobile phone reception in his area. He said that he would be circulating more information within the next month. There was a suggestion from a member of the public that high speed broadband should be a priority over mobile phone reception as HS broadband would impact positively on mobile phone reception
    3. **Public Participation.** Five members of the public supported Pauline Bourke in her suggested bid to the HBS committee. Mrs Bourke said that she had stepped down from the HBS committee in light of the fact that she would potentially be putting forward a bid on behalf of the Parish Council. She also explained that she had downsized the play equipment bid because she was aware that the HBS fund was around £13K and she did not wish to only be awarded a portion of the funding. Janina Schiebler noted that the play equipment had been agreed and discussed at the March, May and June meetings in the year of 2009. The meeting was called on again at 8pm
11. **Agenda items**
    1. Trees for Horning. John Thurlow had suggested that the Trees for Horning programme be closed and the money transferred to the Parish Council for them to continue the work. The Parish Council agreed this and asked the clerk to liaise with John Thurlow accordingly
    2. Restricted Byway. This had been placed on the agenda further to suggestions made at the previous meeting. It was decided, after discussion, that it was important to await the report from Peter Lewis before making decisions regarding the restricted byway
    3. Mobile Phone reception. Cllr Moore had been researching this issue and had looked at all the service providers’ websites. She agreed to work with David Thomas to research various trials which are currently underway, and to report back at the next meeting
    4. Parish Council Asset Review. Cllr Horey had undertaken a large piece of work putting together a list of all the Council’s assets and detailing what work needed doing. After discussion, it was decided that she would speak with various people within the village who have a long-term understanding of the PC’s assets, and come to the next meeting with a revised list. The Chairman thanked her for all her work and research on this important subject
    5. Parish Councillor training review. Cllrs Moore, Horey and Martin agreed to attend training on Monday 6th October from 10am until 3pm in North Walsham. The Clerk would organise this for them. The cost would be £45 per Councillor (£135)
    6. Bids for HBS Community Fund. The Council AGREED that Pauline Bourke’s bid for an additional piece of play equipment should be put forward. **The review for a less costly play equipment was based on the suggestions made by the Council**(Cllr Avellino)**at the August Parish Council meeting.**  There were two other bids suggested: one for a fence around the play area, and one for a boundary track around the play area. The meeting was suspended at 8.28pm for public discussion. The meeting was called upon again at 8.45pm. The Council AGREED that they would put neither bids forward**, (for fence or track) for this year's Boat Show Fund.  The Council agreed to review the draft bids, whether implementing one of the proposals or both and research further for potential external grant funds. The main concern amongst local residents remains that there is still an issue with dog fouling within the area of the play equipment which is yet to be resolved.** This item would then be added to the next agenda with a view to working towards the 2015 funding
    7. Co-option of Andrew Darby. This was **AGREED.** The Clerk would liaise with Andrew Darby and ensure that the correct forms were completed
    8. Appointment of planning panel leader (to replace Peter Lewis). Cllr Moore kindly agreed to take on this role
    9. Bank Mandate. Cllrs Avellino and Martin agreed to become bank account signatories, together with Cllr Davis as Vice Chairman and the Chairman (who is an existing signatory). It was agreed that Louise Parker and Peter Lewis would be removed as signatories
12. **To receive items for the next agenda**
    1. Mobile phone reception report
    2. Asset register report
13. **To confirm venue and dates of the next council and committee meetings.** 
    1. Monday 6th October 2014, St Benet’s Hall, Horning
14. **Closure of meeting at 8.55pm**