**NOTICE OF PARISH COUNCIL MEETING**

**To Members of the Council**: You are hereby summoned to attend the Horning Parish Council Meeting at St Benet’s Hall, Horning, on **Monday 01 September 2014 at 7.00pm** for the purpose of transacting the following business:

Jo Beardshaw Parish Clerk / RFO 25 August 2014

**Press and Public are welcome**

**AGENDA**

1. **Apologies**
2. **Declarations of Interest.** Members are invited to declare personal or prejudicial interests in items on the agenda. It is a requirement of the Parish Council’s (Model Code of Conduct) Order 2001 S8 that declarations from a member include the nature of the interest and whether it is personal or prejudicial
3. **Minutes of the previous meeting**

To receive and approve the minutes of the meeting held on Monday 4th August 2014

To approve the confidential minutes of a meeting held on Monday 7th July 2014

1. **Actions from previous minutes**

To report any actions from previous minutes

1. **Correspondence**
   1. Handwritten note from Sally Ingham re Play Area
   2. Letter from Peter Lewis with his resignation from the Parish Council
   3. Motion to re-debate the Horning Boat Show bids from Cllrs Turpin and Martin (see item 11f)
   4. Email from Cllr Evans regarding a grant for an allotment competition
   5. Email from Jane and Chris Nash regarding a Boundary Track around the playground
   6. Email from Christine and Denis Hands regarding a Boundary Track around the playground
   7. Email from Justin Le-May (NCC Highways). To be discussed
2. **Policies and Procedures**
3. **Finance**
   1. To receive the monthly bank reconciliation
   2. To receive notification of all income since the last meeting
      1. Norfolk Community Foundation. Grant for Playground. £2000
   3. To agree and authorise payments
      1. Chq number 2037. NALC. Cilca 6 days of training. £73
      2. Chq number 2038. Mario Tinge August. Litter Picking. £131.63
      3. Chq number 2039. Clerk salary and expenses. £552.33
      4. Chq number 2040. HMRC. £96.39
      5. Chq number 2041. Carol Gilden. £130
4. **Planning.** To receive planning applications and make decisions according to recommendations
   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
   2. Planning decisions received:
      1. NNDC. Church Farm, Upper Street. Non material amendment. Approved
      2. NNDC. 1 James Road. Erection of front extension, link extension to garage and change flat roof to pitched roof over garage. Permitted
5. **Asset Management.** To receive the report from the Asset Management Committee
6. **Parishioners’ Matters**

To adjourn the meeting to allow members of the public to speak for a maximum of 5 minutes

* District Councillor / County Councillor / PCSO reports
* Members of the public to speak
* Reconvene meeting

1. **Agenda items. To discuss agenda items**
   1. Trees for Horning. Request to close this programme and transfer remaining funds to the Parish Council for them to continue the work
   2. Restricted Byway. To look into recent suggestions such as notes under windscreens, the painting of parking bays or canvassing opinion as to a total ban on all vehicular access
   3. Mobile phone reception. Report from Cllr Moore
   4. Parish Council asset review. Cllr Horey
   5. Parish Councillor training review
   6. Bids for HBS Community Fund
   7. Co-option of Andrew Darby
   8. Appointment of Planning Panel leader (to replace Peter Lewis)
2. **To receive items for the next agenda**
3. **To confirm venue and dates of the next council and committee meetings**
   1. Monday 6 October 2014, St Benet’s Hall, Horning
4. **Closure of meeting**

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