**HORNING PARISH COUNCIL**

**HHHHMinutes of the Parish Council Meeting**

**held on Monday 3rd August 2015**

**Present:**

**Cllr I Davis**

**Cllr P Iddon**

**Cllr P Kibler**

**Cllr K Smith**

 **Cllr P Avellino**

 **Cllr A Gilden**

**Cllr D Turpin**

**Cllr C Smith**

**Cllr D Moore**

**Clerk / RFO: Jo Beardshaw**

.

**Number of Parishioners: 6**

1. **Apologies.** Apologies were received and accepted from Cllrs Darby and Martin
2. **Declarations of Interest.** Cllr Turpin declared an interest in item 7a(iv) The Focsle, on the basis that he is the next door neighbour. Cllrs K and C Smith declared an interest in item 11c on the basis that they have a pecuniary interest in a business on Lower Street. It was agreed that this interest would only come into play if the restricted byway was discussed and/or voted on
3. **Minutes of the previous meeting.** The minutes of the meeting on Monday 6th July 2015 were confirmed as a true and correct record, and were signed
4. **Actions from previous minutes.** The Chairman ran through the updates from the previous minutes and confirmed that all relevant items were elsewhere on the agenda, with the exception of the following updates:
	1. Cllr K Smith had spoken with Ian Sharman at NCC about the idea of a kissing gate beside St Benet’s Hall for safety reasons. Ian Sharman had informed her that no obstruction whatsoever could be placed on the byway. Cllr Smith informed the Council that she was continuing to work with Simon Briggs on the subject.
	2. Cllr Turpin informed the Council that NCC had filled in the trip hazard on the road outside St Benet’s Hall
	3. Cllr Avellino explained that she had undertaken playground inspection training, as had Cllr Turpin, and that she would be putting together a rota for all Councillors to undertake playground inspections
	4. It was noted that the Ludham Bridge Boatyard had changed hands. **The Clerk** was asked to correspond with the previous owners
	5. Cllr Avellino had obtained a depth sign for the slipway and had asked Keith Buck to put up the sign. **Cllr Avellino** would chase this up with Keith Buck. **Cllr Kibler** kindly offered his services with a boat if necessary
5. **Correspondence**
	1. PCSO report. The Clerk gave the PCSO report as follows: there had been 5 calls from the Horning area since the previous meeting: 1 call for information purposes, 1 report of animal problems, 1 report of rowdy or nuisance behaviour, 1 report of a road traffic collision (on the A1062 towards Ludham) and 1 abandoned call. Noted
	2. Resident. Cold calling request failed as only 70% of respondents wished to prevent cold calling in Horning. 75% was required. The Parish Council was disappointed to hear this news and noted that Councillors would support any further attempts to set up no cold calling zones in Horning
	3. Anglian Water. Emergency work on Lower Street. The Clerk gave a further update from Graeme Skelton of Anglian Water.
	4. Target Trees. Quotation (£300) for tree condition survey to cover duty of care. The Clerk explained that she had spoken again with Ian Flatters of Target Trees, and had obtained a quotation of £180 for a tree condition survey for the Parish land. The Parish **AGREED** to go ahead with this survey, and asked **The Clerk** to obtain an alternative quotation from another supplier
	5. Contractors on behalf of M&B. Slipway wall work. The Clerk explained that she had heard from contractors on behalf of M&B and that they would need to close the slipway for a period of 2 – weeks during the wall rebuild. **The Clerk** would ensure that this was publicised and **Cllr Iddon**  would speak to the owners of an alternative slipway to see if the slipway could be ‘borrowed’ for the duration of the closure
	6. NNDC. Update on Norfolk CAB. The Clerk explained that NNDC and NCC provide grant funding to Norfolk CAB for the information and advice services provided in North Norfolk. NNDC and NCC have agreed to jointly commission a new information, advice and guidance service from 1st January 2016. Proposals from organisations wishing to provide this service across the whole of North Norfolk will shortly be invited. NCC will advise the Council as soon as they are able to give furnish the Council with the details of the provider and the service to be offered
	7. David Bracey Inspections. Response to query regarding playground liability. The Clerk had contacted David Bracey regarding Cllr Martin’s concerns regarding liability if Councillors are trained to inspect the playground. He had confirmed that they would not be liable as they are ‘lay’ volunteers and are doing the work in good faith. They would not be classed as experts and would be seen as doing it to the best of their ability. He had gone on to explain that the Parish Council would actually be working towards achieving it’s duty of care as by having local inspectors the Council would be showing that it is serious about it’s responsibility. David Bracey had also gone on to say that the Council ‘could’ be liable though as an organisation if the Parish Council failed to act on what is recommended in his annual reports
	8. NCC Highways. Gully grate beside St Benet’s Hall. Cllr Turpin had advised the Clerk that NCC had confirmed that they had replaced the gully grate and patch to facilitate better drainage.
	9. HMRC. Letter regarding Peter Fyans’ tax. The Chairman noted that HMRC had contacted the Clerk regarding some concerns with tax records for a previous Clerk’s employment. He noted that there was a small chance that the Council could receive a small fine but that he hoped that this would not be the case
	10. Cllr Kibler. Request to replace the slipway sign. This had been dealt with under item 4e above
	11. Resident. Speeding problems in Falgate. A resident had contacted the Clerk to explain that she had grave concerns with vehicle safety and speeding in the Falgate area. The Chairman said that he would look into positioning a SAM2 sign at that location if the Council agreed to purchase the sign
	12. Norman Lamb’s Annual Village tour. September 1st at 1040 am in the Village Hall car park. Noted
	13. Resident. Recommendation for road safety on Lower Street. The Clerk had received an email referring to an incident which had taken place during the week between a van driver and a car driver who had had an argument because neither would give way. The resident had suggested that a ‘give way’ sign be placed at the narrowing of Lower Street between the B&B and the New Inn. The Parish Council felt that there was very rarely any issues of this nature and that it was important not to add to the street furniture on the road
	14. Broads Authority. A member of the Broads Authority had emailed the Clerk to say that there would be a Bell Boat event between Salhouse Broad and Woodbastwick Moorings on Saturday 8th August between 1pm and 2pm
	15. Resident. A parishioner had emailed the Clerk to inform the Council that he was involved in litigation with NCC as a result of a trip on a pavement in Horning. **The Clerk** was asked to write to the resident acknowledging receipt of the email
6. **Finances:**
	1. To receive confirmation of finances. The Finance Committee Chairman had been unable to attend the meeting, but the Chairman confirmed that he had checked the bank reconciliation against the bank statement and that this was correct
	2. The Council authorised and agreed the following payments:
		1. S/O. CGM Landscaping. £81.80 inc £13.63 VAT
		2. Chq no 2115. L Harmer. Tree and Garden services. Lime tree on recreation ground. £350
		3. Chq no 2116. Mario Tinge. Litter picking July. £131.63
		4. Chq no 2117. Clerk salary and expenses. £394.37
		5. Chq no 2118. NPTP. Chairmanship training for one Councillor. £70
		6. Chq no 2119. NNDC. Dog bin (£85) and dog bin emptying for new bin. £224.40 inc £37.40 VAT
		7. Chq no 2120. NPTP. Introductory training for four Councillors. £180
		8. Chq no 2121. David Bracey. Play inspection and training. £180 inc £30 VAT
		9. Chq no 2122. NNDC. Dog bin emptying 04/15 – 03/16. £1872 inc £312 VAT
		10. Chq no 2123. Carol Gilden. Cutting sign and green during June. £154
		11. Chq no 2124. Glasdon. Dog waste bags. £66 inc £11 VAT
		12. Chq no 2125. URM. Glass recycling. £13.92 inc £2.32 VAT
		13. Chq no 2126. HMRC (Post Office Ltd). £32

**Total: £3668.32**

1. **Planning:**
	1. **Planning applications received:**
		1. NNDC. PF/15/0910. The Focsle, Mill Loke. Erection of first floor front extension. (Time extension had been agreed). The Planning Committee had agreed that they would support the decision of the Environment Team on this application
	2. **Planning decisions received and noted:**
		1. NNDC. PF/15/0718. 2 Norwich Road. Erection of two-storey side extension. Permitted. Noted
		2. NNDC. NMA1/14/0702. 1 James Road. Non material amendment request to alter the shape of the proposed bay window. Approved. Noted
2. **Asset Management.** Cllr Avellino reported as follows:
	1. The Council thanked Sally Ingham and Cllr Kibler for their work cleaning the bus shelters
	2. Cllr C Smith was obtaining quotations for the quayheading at Ludham Bridge Moorings. **The Clerk** was asked to find the lease and check it
	3. A new dog bin had been installed at Upper Street. Cllr Kibler was regularly refilling the dog waste bags as necessary and the Council recorded their thanks to him
	4. Cllr Moore was working on a plan for posts and numbering at the allotments
	5. The Council had received a complaint regarding the condition of the public toilets. District Cllr Mcgoun said that she would report this to NNDC
3. **Parish Councillor reports.** To receive any Parish Councillor reports
	1. Vodafone Sure Signal. Cllr Moore reported that she was arranging contracts and delivering them to the various locations throughout the village. Cllr Moore had been unable to attend the meeting
4. **Parishioners’ Matters:** The meeting was adjourned at 7.52pm for public participation
	1. **District Councillor report**: District Councillor Barbara Mcgoun reported that NNDC had spoken with M&B regarding taking over the car park but they had been unable to do so
	2. **County Councillor report:** County Councillor David Thomas had sent his apologies
	3. **Public Participation.**

None

The meeting was reconvened at 7.55pm

1. **Agenda items**
	1. Adopt-a-planter or planter sponsorship. Policy for way forward. Discussion. The Clerk had received four requests to adopt a planter: Chris Nash, Sue Hancock, Cllrs Kibler and Iddon. After discussion the Parish Council **AGREED** to sell the three small planters. A vote had been taken and this had been agreed 5:4. The Parish Council then **AGREED** to replant the remaining planters for summer at a maximum cost of £300. D Cllr Mcgoun kindly agreed to litter pick the planters as necessary. Cllrs Turpin, Moore and Cllr K Smith agreed to organise the planting between them. It was agreed that the Council would continue to trial the planters for a further year and would add the item to the August agenda for the 2016 (**Clerk).** Cllr Turpin would email round a document for sponsorship suggestions
	2. WI request to plant a tree (with a plaque) to celebrate 100 years of WI.This was **AGREED** on the basis that the WI were happy to plant a fruit tree in keeping with the other trees on the Jubilee Walk
	3. NCC. Parish Partnership 2015/2016. **Cllr Turpin** asked that this item be postponed to a future agenda so that he could consult with his wife, who wished to put a footpath proposal forward
	4. Parking in Horning. Discussion. The Council did not consider that there was currently an issue with parking in the village that was any worse than historical issues over the last 25 years. Regarding the Restricted Byway the Council noted that as it was illegal to drive and park on the restricted byway there was fundamentally nothing that the Parish Council could do. The Chairman put forward the motion that the Council leave the subject of the Restricted Byway alone for the duration of the Council. One Councillor abstained from voting, all other Councillors voted to pass the motion. **AGREED**
	5. SAM2. Discussion regarding the purchase of a speed indicator sign. After discussion, the Council **AGREED** to purchase a SAM2 sign at a cost of around £1800 with very little maintenance cost. **The Chairman and Cllr Avellino** would work together to arrange the purchase of the sign and would look to adding Falgate as an additional location for the SAM2 sign
	6. Finalised bids for HBS. Bids presented by Councillors as agreed at the July meeting. The Council **AGREED** that Cllr Turpin would put in a bid for a flagpole and flags, that **The Clerk** would put in an application for a defibrillator on The Swan and a cabinet for the VH defibrillator, that **Cllr Avellino** would put in a bid for a playground fence and that **Gillian Jeckells and Geoff Evans** would put in a bid for the Memorial Green. The Chairman also asked the Council for their support if he were to research a multi-use games area for a future year’s bid. The Council **AGREED** that the Chairman could research this and get costings. In addition, Gillian Jeckells had asked that in a future year she would like to put in a bid, on behalf of the Parish Council, for a replica pump for St Benet’s Green. This was also agreed in principle
	7. Parish Council surgeries. Cllr Iddon confirmed that these would take place quarterly from 10am until 12 noon on a Sunday, starting on the 6th September. Cllrs Iddon and Davis would attend. Cllr Iddon would also arrange posters, and would also write to businesses in the village to ask them if they would like to give their input and make suggestions
2. **To plan items for the next agenda**
	1. Parish Partnership
3. **To list items for the Horning Reach Parish News**
	1. Grass cutting tender
	2. Parish Council Surgery
	3. Boat show bids
	4. New dog bin
4. **At the Chairman’s discretion**
5. **To confirm venue and dates of the next council and committee meetings.**
	1. Monday 7th September 2015
6. **Closure of meeting at 8.55pm**