**NOTICE OF A PARISH COUNCIL MEETING**

**To Members of the Council**: You are hereby summoned to attend a Horning Parish Council Meeting at St Benet’s Hall, Horning, on **Monday 5th September 2016 at 7.00pm** for the purpose of transacting the following business:
Jo Beardshaw Parish Clerk / RFO

**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 1st August 2016

1. **Actions from previous minutes**

To report any actions and updates from previous minutes:

* Response from NNDC community fund regarding possible funding for boat waste bins
* Tree inspection report from Target Trees 2015
1. **Correspondence**
	1. PCSO report
	2. Changes to pre-book poppy bus in North Norfolk
	3. Various. Norfolk rights of way to be lost if unrecorded or under-recorded by 2026
	4. NALC. Confirmation of approval of transparency grant
2. **Finance**
	1. To receive confirmation of finances
	2. To note receipts
	3. To agree and authorise payments
		1. S/O. CGM Landscaping. £81.80 inc £13.63 VAT
		2. DD. Clerk Pension. £84.56 (£60.40 from PC)
		3. Chq no 2220. Carol Gilden. July gardening work. £192
		4. Chq no 2221. Clerk salary and expenses. £574.50
		5. Chq no 2222. URM UK Ltd. Glass. £25.20 inc £4.20 VAT
		6. Chq no 2223. Ralph Morris. August litter picking £130
		7. Chq no 2224. HMRC. Post Office Ltd. Tax. £80
		8. Chq no 2225. Century Printing. Plaques. £90 inc £15 VAT
3. **Planning.** To receive planning applications and make decisions according to recommendations
	1. Planning applications received:
		1. BA/2016/0241/FUL. Ferry Inn, Ferry Road. Retention of refrigerated trailer, portacabin and static caravan.
		2. BA/2016/0287/HOUSEH. Ropes Hill House, 4 Lower Street. Rear extension and lift enclosure
	2. Planning decisions received:
		1. BA/2016/0220. Sherwood, Ropes Hill. Car port. Approved
		2. BA/2016/0215/FUL. Quay East, Ropes Hill. Replacement quayheading. Approved
4. **Asset Management.** To receive the report from the Asset Management Committee, including:
	1. HBS bids – coin box
	2. HBS bids – picnic benches
	3. Footpath at playing field
	4. Quayheading at Ludham Bridge
	5. Update of asset register
5. **Parish Councillor reports.** To receive any Parish Councillor reports and updates, including:
	1. Cllr Davis. SAM2 sign
	2. Cllr Martin. Playground checks / insurance
	3. Cllr Iddon. Boat Waste update
	4. Cllrs Iddon and Gilden. Village Fayre
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
* Members of the public to speak
* Reconvene meeting
1. **Agenda items. To discuss agenda items**
	1. To confirm a Councillor training record for the past 12 months and the next 12 months
	2. To discuss the purchase of a chain link fence
	3. To consider the risk management policy after review by Cllr Martin
	4. To consider a social media policy after review by the Clerk
	5. To confirm by resolution that the Parish Council publishes online the items mentioned on page 6 of the Local Council Award Scheme
	6. To confirm by resolution that the Parish Council has the Governance, Community and Development evidence as detailed on page 7 of the Local Council Award Scheme
	7. To consider allowing the Rotary Club of Wroxham Bure Valley to plant 1500 crocus corms in October 2016 in the vicinity of the village sign
	8. To consider a request by a parishioner to keep two sheep at an allotment
2. **To receive items for the next agenda**
3. **To list items for the Horning Reach Parish News**
4. **To identify other items at the Chairman’s discretion**
5. **To confirm venue and dates of the next council and committee meetings**
	1. **Monday 3rd October 2016**
6. **Closure of meeting**