ISSUE DATE: 26th MAY

 **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 June 2017 at 7.00pm** for the purpose of transacting the following business:
Jo Beardshaw Parish Clerk / RFO

**Press and Public are welcome**

**AGENDA**

1. **Apologies for absence**
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 Wednesday 4th May 2017

1. **Actions from previous minutes**

To report any actions and updates from previous minutes

1. **Correspondence**
	1. Horning Sailing Club. Request to use the Recreation Ground for the 3 Rivers weekend. Permission given due to short timescales
	2. BA/2017/0088/TPOA. The Haven, Ropes Hill Dyke. Weeping Willow – raise lower canopy to 3m ground clearance and reduce the lower canopy by 2.5m
	3. Parishioner. Interest in role as Parish Councillor
2. **Finance**
	1. To receive confirmation of finances
	2. To note receipts:
		1. NCC. UK Power Networks. £102.70
		2. NCAPTC. Printer / Scanner grant. £100
	3. To agree and authorise payments
		1. S/O. CGM Landscaping. £81.82 inc £13.64 VAT
		2. DD. Clerk Pension. £ 94.68 (partly paid by Clerk)
		3. DD. Ralph Morris. £130. Litter picking
		4. S/O. URM glass. £18 (inc £3 VAT)
		5. Chq. 2277 Clerk salary and expenses. £545.37
		6. Chq. 2278. HMRC. Tax. £25.80
		7. Chq. 2279. Broadland Computers. £210 inc £35 VAT printer / scanner / Microsoft Office for laptop
		8. Chq. 2280. Century Printing. Signs for bins. £
		9. Chq. 2281. Came and Company. Insurance. £790.40 (increased by £13 from 2016). Insurance. Documentation sent to Cllrs Davis and Martin for confirmation
		10. Chq 2282. Neal M Sharpe. Internal Audit. 9 hours. £90
		11. Chq 2283. Peter Iddon. Dog poo bags. £8.92
3. **Planning.** To receive planning applications and make decisions according to recommendations
	1. Planning applications received:
		1. BA/2017/0126/HOUSEH. Whitegates, 32 Lower Street. Replacement doors and windows. **PC decision taken to support**
	2. Planning decisions received
		1. BA/2017/0075/FUL. JB Boat Sales, 106 Lower Street. Proposed revised floor area and eaves detail. Replacement modular building to accommodate an office, shop and stock room. Permitted
		2. BA/2016/0323/FUL. Bureside, Water Works Lane. Replacement dwelling and associated works. Permitted
		3. BA/2017/0060/CU. Eagles Nest, Ferry Road. Change of use of first floor of boathouse to residential managers’ accommodation (Class C3) associated with the adjacent King Line Cottages. Refused
		4. BA/2017/0083/HOUSEH. 1 Racing Reach, South Quays Lane. Replacement quayheading. Permitted
4. **Asset Management.** To receive the report from the Asset Management Committee, including:
	1. Quayheading at Ludham Bridge
	2. Playground fence
5. **Parish Councillor reports.** To receive any Parish Councillor reports and updates, including:
	1. Cllr Iddon / Clerk. Tennis Court.
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 review Policy Documentation as follows:
		1. Financial Regulations
		2. Standing Orders
		3. Code of Conduct
	2. To consider work to the Village Hall car park as per quotations
	3. To approve the draft minutes of the Annual Parish Meeting
	4. To consider the future of the Annual Parish Meeting. To consider having the APM prior to the Annual Meeting of the Parish Council, on the same night
	5. To confirm the fixed asset register
	6. To confirm receipt of the internal audit report
	7. To confirm the External Audit – Section 1
	8. To confirm the External Audit – Section 2
	9. To consider applying for Horning Boat Show funds in-year for the playground fencing
2. **To list items for the Horning Reach Parish News**
	1. Textile bank
3. **To confirm receipt of the playground check log and to confirm the person responsible for checking for the following month:**
4. **To identify other items at the Chairman’s discretion**
5. **To identify the next venue for the SAM2 sign**
6. **To confirm venue and dates of the next council and committee meetings**
	1. **MONDAY 3RD July 2017 in St Benet’s Hall at 7pm**

**Closure of meeting**