**HORNING PARISH COUNCIL**

**HHHHMinutes of the Parish Council Meeting**

**held on Monday 3rd July 2017**

**Present:**

**Cllr P Iddon**

**Cllr A Gilden**

**Cllr R Martin**

**Cllr K Smith**

**Cllr P Kibler**

**Cllr P Avellino**

**Clerk / RFO: Jo Beardshaw**

**Number of Parishioners: 4**

1. **Apologies.** Cllrs Darby, Seddon, C Smith, Davis had sent their apologies, which were accepted
2. **Declarations of Interest.** No declarations of interest were made
3. **Minutes of the previous meeting.** The minutes of the meeting held on Monday 5th June were confirmed as a true and correct record, and were signed.
4. **Actions from previous minutes:** none
5. **Correspondence**
   1. Notice of appointment of date for the exercise of public rights (accounts 2016/17). Commencing on 30th June, ending on 10th August. Noted
   2. Seafarers. Merchant navy day 3rd September 2017. Request to fly the red ensign. Flag cost is £28. Following discussion, it was **AGREED** that the **Clerk** would purchase a Red Ensign flag and that a donation for £20 would be made to the relevant charity
   3. TMO Highways. Road Closure. Lower Street. 27th September. It was agreed that this item should be noted in the August Horning Reach.
6. **Finances:**
   1. To receive confirmation of finances. Cllr Davis had agreed the bank reconciliation prior to the meeting. Cllr Martin explained the current financial situation and had signed the bank reconciliation. Cllr Davis had recommended considering a transfer of funds from the deposit account to the current account. It was **AGREED** that there was currently enough funds in the current account to cover the quayheading in September
   2. The following receipts were noted:
      1. NCC. Recycling credit. £377.33
   3. The following payments were authorised:
      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. £17.64 inc £2.94
      5. Chq. 2285 Clerk salary and expenses. £536.54
      6. Chq. 2286. HMRC. Tax. £47
      7. Chq. 2287. David Bracey. Play inspection. £90 inc £15 VAT
      8. Chq. 2288. NNDC. Dog bins for the year to March 2018 (£2127 in previous year). £2196.48 inc £366.08 VAT
      9. Chq 2289. Carol Gilden work in April and May. £297
      10. Chq 2290. Keith Buck. Boat compound work. £940
      11. Chq 2291. Catherine Jeffrey. Plants for planters on the Village Green. £46.23
      12. Chq 2292. Target Trees. Tree work as agreed. £450
7. **Planning:**
   1. **Planning applications received**
      1. PF/17/0787 Greenleas, Upper Street, Horning, Norwich, NR12 8NL. Variation of condition 2 of planning permission ref: PF/13/1093 to omit front bay window and insert flush window . Decision taken prior to meeting: Supported
      2. BA/2017/0190/FUL. Ferry Marina, Ferry Road. Extension to boatshed. Decision taken prior to meeting: Supported
      3. BA/2017/0171/FUL. Grebe Island, Lower Street. Replacement Commercial Boat Hire Offices and Boat Workshop. The Clerk noted that Cllr Seddon had emailed with some concerns, which were noted. Cllr Kibler noted that as the previous application had been supported, which was very similar, and that as there is not much of the property that is visible from the road, the Parish Council should support the application. He also noted that the application was a simple one and that the other properties on the plot were also owned by the applicant. He also noted that the flood risk was no different to that for the existing building. Cllrs **AGREED** unanimously **Supported**
   2. **Planning decisions received and noted:**
      1. PF/17/0501. 12 Mill Hill. Two storey extension to side of dwelling. Permitted. Noted
8. **Asset Management.** 
   1. Quayheading at Ludham Bridge. To agree a contractor following receipt of quotations. Cllr C Smith had spoken with the contractor recommended by George at Ludham Bridge. The contractor had since become available due to pressures of work. Therefore it was **AGREED** to use Wade contractors at a price of approximately £4750. **Cllr C Smith** would confirm this with him and would copy the Clerk. **Cllr C Smith** would confirm the date for commencement of the work
   2. Ongoing maintenance programme for Asset Management. Cllr Avellino confirmed that a budget for maintenance was required for the next budget.
   3. Request for a bench on the Recreation Ground at the Jubilee Walk. The Clerk noted that the applicant was keen to have a bench on the Village Green so would await a time when a bench became available. Noted
   4. Playground fence. This item would be considered under item 11 ii) but it was confirmed that there were three quotations available
   5. Confirmation of flag pole safety check and Village Green pump safety check, undertaken by the Chairman. Noted
   6. To receive the playground inspection report. Cllr Avellino was working on undertaking the work required. She had requested quotations from Fenland Leisure for the works to be undertaken, and would revert to the PC with prices
   7. To consider a trigger process following monthly playground reports. The Chairman noted that it was important that issues with the playground were noted at meetings, and actioned where necessary rather than just being filed for future reference. All items on reports would be included in asset management reports on future agendas
   8. The Parish Council **AGREED** to fund improvements to the steps up to the children’s playground
   9. **The Chairman** would obtain a quotation for the cleaning of the two bus stops from a window cleaner. As there is no August meeting planned, the Parish Council gave the Chairman the authority to arrange for this work to be undertaken
   10. **Cllr Darby** would be working on the Village Sign
9. **Parish Councillor reports.** To receive Parish Councillor reports
   1. Cllr Iddon: Tennis Court. The Clerk noted that this had now been taken over by Dick Turpin
10. **Parishioners’ Matters: The meeting was adjourned at 7.55 pm for public participation**
    1. **District / County Councillor report**: County Councillor Price had attended the meeting. The Chairman asked him to urgently revert to the Parish Council regarding the flooding issues on Ferry Road and in particular the question as to whether or not NCC would agree that legislation is currently in place that requires that any road that serves a Ferry should be maintained by the local County Council, it was noted that NCC currently maintains the road at the Woodbastwick side of the river on the basis that it serves the ferry.

* 1. Betty Woodcock noted that the white lines on the bays beside her property had been washed away. **The Chairman** would look at this following the meeting

**The meeting was reconvened at 8.25 pm**

1. **Agenda items**
   1. To consider Horning Boat Show applications
      1. Village Hall Car Park. Following a lengthy discussion, the Parish Council **AGREED** that this work would be pothole work, and would be covered under the maintenance programme, rather than a largescale job which could be incorporated into a HBS bid
      2. Playground fencing. The Parish Council **AGREED** that a bid should be put together for playground fencing using the £11k NGF quotation. **The Clerk** would put the bid together. The **Chairman** would telephone the HBS committee chairman to confirm that the bid would not be considered ‘rehashing old bids’
      3. Other schemes. It was confirmed that the Parish Council would put one bid in to the HBS Committee for the Financial year 2017/18
   2. To consider action to prevent overnight parking on the Village Hall Car Park. The Parish Council did not consider that this was an issue which currently needed addressing
   3. To consider placing an Emergency Number on the children’s playground. The Clerk had printed labels with her email address and telephone number and would also print a label with ‘Emergency: dial 999. Postcode NR12 8LH’
   4. To consider fidelity insurance for the financial year 2017/18 (It is required (LGA 1972) that local councils take such ‘security’ as it considers adequate against loss by reason of the acts of any employee who handles money or property. A Council may decide that no insurance is sufficient to cover this but it must justify the decision). The Council **AGREED** that it would not be relevant to hold fidelity insurance
   5. To review the responses to the local council award scheme - items 4,7,8,9, which have been re-worked prior to re-submitting the paperwork. The Clerk detailed the numbers which she had worked on and the Council **AGREED** that those items had been covered. The Clerk would ensure that items 1 – 3 were included on the September agenda
2. **To list items for the Horning Reach Parish News:**
   1. Road Closure
   2. Red Ensign flag
   3. No August meeting
3. **HTo nominate a Councillor to undertake the playground checks:**
   1. The Chairman had undertaken the checks for the month of June. The Chairman would undertake the checks in July
4. **To identify other items at the Chairman’s discretion:**
5. **To identify the next venue for the SAM2 sign:** Cllrs agreed that the SAM2 sign should be moved to Swan Corner at the next opportunity
6. **Closure of meeting at 8.55pm and details of the next meetings:** 
   1. **NO MEETING IN AUGUST**
   2. **Monday 4th September 2017**