local council award scheme foundation

ISSUE DATE: 28th April 2018

**NOTICE OF A PARISH COUNCIL MEETING**

**To Members of the Council**: You are hereby summoned to attend the ANNUAL Horning Parish Council Meeting at St Benet’s Hall, Horning, on **Wednesday 9th May 2018 at approximately 7.30pm** (following the Annual Parish Meeting at 7pm) for the purpose of transacting the following business:  
Jo Beardshaw Parish Clerk / RFO

**Press and Public are welcome**

**AGENDA**

1. **Apologies for absence**
2. **Election of Chairman and Vice Chairman of the Parish Council**
3. **Nomination of members of sub committees and Chairman of each sub committee**
4. **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
5. **Minutes of the previous meeting**

To receive and approve the minutes of the meeting held on Wednesday 4th April 2018, and matters arising.

1. **Actions from previous minutes**

To report any actions and updates from previous minutes

1. **Correspondence**
   1. NNDC. Local Ward Boundaries from May 2019. One District Cllr to cover Horning and Ludham (St Benet Ward)
   2. National Joint Council for Local Government Service. Change of pay scales April 2018. Increase of working from home allowance by £5 pcm
   3. Horning Boat Show. Risk assessment received
   4. Norfolk ALC. The House of Commons has tabled an amendment to its own Data Protection Bill to exempt all parish and town councils and parish meetings in England from the requirement to appoint a Data Protection Officer
   5. Cllr Kim Smith. Resignation
2. **Finance**
   1. To receive confirmation of finances
   2. To note receipts:
      1. NNDC. Precept (£8198) and Grant (£322). Total £8520
   3. To agree and authorise payments

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| --- | --- | --- | --- | --- | --- |
| **Date** | **Payee** | **Description** | **Chq No** | **Amount** | **VAT** |
| 4.04.18 | CGM Landscaping | Recreation Ground | S/O | 81.82 | 13.64 |
| 4.04.18 | Clerk | Pension | DD | 109.35 |  |
| 4.04.18 | Ralph Morris | Litter Picking | S/O | 130.00 |  |
| 4.04.18 | URM | Glass recycling | DD | 18.00 | 3.00 |
| 4.04.18 | Clerk | Salary | 2237 | 576.20 |  |
| 4.04.18 | HMRC | Tax | 2238 | 63.20 |  |
| 9.05.18 | Peter Iddon | Dog waste bags | 2239 | 54.99 |  |
| 9.05.18 | L Harmer | Jubilee Tree work (£180) and Oak Tree work (£450) | 2240 | 630.00 |  |
| 9.05.18 | Norfolk ALC | Membership | 2241 | 257.01 |  |
| 9.05.18 | Came and Company | Insurance | 2242 | 765.90 |  |

1. **Asset Management.** To receive the report from the Asset Management Committee
   1. Village Hall car park potholes
2. **Parish Councillor reports.** To receive any Parish Councillor reports and updates, including:
   1. Cllr Darby. Jubilee Walk update
   2. Clerk. Update on GDPR
3. **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. **Planning.** To receive planning applications and make decisions according to recommendations
   1. Planning applications received:
      1. BA/2018/0127/COND. Bureside, Water Works Lane. Reduce floor area and modify elevations, variation of condition 2, of permission BA/2016/0323/FUL. Response required by 10/5/18
      2. BA/2018/0142/HOUSEH. Dove Cottage, Ropes Hill. New boathouse. Response required by 10/5/18
      3. BA/2018/0168/FUL. 4 Bureside Estate, Crabbetts Marsh. Single storey dwelling for holiday accommodation use. Response required by 31/4/18. No further response sent as the Parish Council’s opinion had been sent in November 2017 as ‘no response’
   2. Planning decisions received:
      1. BA/2018/0041/HOUSEH. Woodside, School Road. Rear single storey extension to bungalow. Approved
2. **Agenda items. To discuss agenda items**
   1. To consider writing a letter of support for a project promoting St Benet’s Abbey – a celebration of 1000 years. A grant bid will be applied for to the Heritage Lottery Fund
   2. To confirm the insurance schedule for the year from Came and Company (sent to Cllr Avellino and Martin 25.4.18)
   3. To confirm the fixed asset register (prior to the annual external audit)
3. **To list items for the Horning Reach Parish News**
4. **To confirm receipt of the playground check log and to confirm the person responsible for checking for the following month:**
5. **To identify other items at the Chairman’s discretion**
6. **To identify the next venue for the SAM2 sign**
7. **To confirm that the next meeting will take place in St Benet’s Hall at 7pm on Monday 4th June 2018**

**Closure of meeting**