local council award scheme foundation

ISSUE DATE: 28th May 2018

**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 4th June 2018 at 7.30pm**  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 8th May 2018, and matters arising.

1. **Actions from previous minutes**

To report any actions and updates from previous minutes

1. **Correspondence**
   1. British Merchant Navy. Request to fly the red ensign on Merchant Navy day – 3rd September 2018
   2. Horning Boat Show Committee. Letter of thanks for support
   3. NCC Highways. Information regarding footpath 11 and response to request for a possible PP bid
   4. NCC Public Rights of Way Officer. Response regarding the road outside The Swan
2. **Finance**
   1. To receive confirmation of finances
   2. To note receipts:
      1. Jubilee Walk tree sponsorship. 40
   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 | 81.80 | 13.63 |
| 4.04.18 | Clerk | Pension | DD |  |  |
| 4.04.18 | Ralph Morris | Litter Picking | S/O | 130.00 |  |
| 4.04.18 | Clerk | Salary | 2344 | 576.20 |  |
| 4.04.18 | HMRC | Tax | 2345 | 59.20 |  |
| 9.05.18 | Andrew Darby | Reimbursement for plaque and Norwich Electrical work on Oak Tree electrics | 2346 | 86.00 | 9.98 |
| 9.05.18 | Patrina Avellino | Jubilee Walk tags | 2347 | 106.57 |  |
| 9.05.18 | Keith Buck | Reflectors, benches, slipway, signs etc | 2348 | 707.80 |  |
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1. **Asset Management.** To receive the report from the Asset Management Committee
   1. Village Hall car park potholes
   2. Parish partnership bid for Lower Street footpath / Horning Boat Show grant. NCC to be asked for
   3. Village benches
   4. Disabled parking bays on restricted byway
   5. Horning Boat Show bids
      1. Suggestion from parishioner for polyurethane picnic benches on the recreation ground
2. **Parish Councillor reports.** To receive any Parish Councillor reports and updates, including:
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. PF/18/0777. 4 Norwich Road. Erection of single-storey front extension and velux roof light on front elevation. **SUPPORTED** as response required by 31/5
   2. Planning decisions received:
      1. BA/2018/0097/HOUSEH. Marina Outlook, Ferry Marina. Replacement windows, doors and balustrade. Approved
2. **Agenda items. To discuss agenda items**
   1. To consider the re-siting of recycling bins on the Village Hall car park to nearer the entrance, to reduce risk of additional damage to the surface of the car park
   2. To consider the Internal Audit report from the auditor
   3. To approve the Parish Council Annual Governance and Audit Return for the F/Y 2017/2018
   4. To consider looking into having disabled parking bays beside the Staithe
   5. To consider holding fidelity guarantee insurance
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. There will be no meeting in July**

**Closure of meeting**