**HORNING PARISH COUNCIL**

**HHHHMinutes of a Parish Council Meeting**

**held on Monday 3rd September 2018 at 7pm in St Benet’s Hall**

**Present:**

**Cllr P Iddon**

**Cllr A Seddon**

**Cllr A Darby**

**Cllr A Varley**

**Cllr P Avellino**

**Cllr R Martin**

**Cllr K Horey**

**Cllr I Davis**

**Cllr K Rolfe**

**Clerk / RFO: Jo Beardshaw**

**Number of Parishioners: 9**

1. **Apologies.** Cllr Smith had sent his apologies, which were accepted
2. **Declarations of Interest.** Cllr A Varley noted an interest in item 11a

**Minutes of the previous meeting.** To receive and approve the minutes of the meeting held on Monday 6th August 2018, and matters arising. **Approved**

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1. **Actions from previous minutes:** none
2. **Correspondence**
   1. Parishioner. Complaint regarding lighting at The Swan Inn. A parishioner had attended the meeting and was invited to speak regarding an email that she had sent to the Clerk. She noted that she felt strongly that the new lighting at the Swan Inn was very bright and white and not shaded responsibly. It was noted in response that the Swan Inn Management could perhaps be keen to light the path as there had been some instances of people becoming injured in the dark. The Parishioner had contacted the BA, who had written to the Swan Inn to advise them of the benefits of dark skies and issues with light pollution
   2. NCC. Response from Highways Engineer regarding a possible PP bid for footpath 11. The Highways Engineer had written to the Clerk to explain that the path, when he viewed it, was in a good condition following a prolonged dry spell. The surface was very secure with no evidence of poaching or other deformation which could have resulted in wet weather. He had noted that much of the surface had a significant level of leaf litter over it, which left him with a substantial reservation toward improving the surface. He had noted that it was clear that there was already a good solid surface along the route and that with all the leaf litter, whatever the choice of material for a new surface, he believed that the investment would be lost within a few years. He went on to note that he would need to see the route at its worst in order to get an opinion on whether there is a benefit toward localised improvements along the darkest and soggiest sections. He noted that at this stage he would not support a bid for a new surface. He suggested further that the Council contact him during wet weather. The Council **AGREED** that it should go ahead with this suggestion
   3. Parishioner. Request for more appropriate / polite signage on the Village Green. A parishioner had written to the Council to note that they felt that the signage on St Benet’s Green is officious and needs replacing with more friendly and helpful signage. The Council agreed that it would add this to the agenda for the October meeting, and that Councillors would review the signage during the month
   4. Parishioner. Request for the St George’s Flag to be flown on April 23rd each year. **AGREED**. The Clerk would arrange this
   5. Parishioner. Request to purchase silhouettes to remember the WW1 fallen within the parish. The Clerk had circulated this email prior to the meeting so that Councillors could consider it. After serious consideration and much deliberation, Councillors agreed that sadly they would not follow up on the idea on the basis that the small installations were too small and would get lost, and that the large ones are a great expense and would require planning, installation and potentially maintenance as well. **The Clerk**  would inform the parishioner
   6. BA. Broads Parish Forum. Wednesday 19th September. Yare House. 6.30pm to 8.30pm. Noted
   7. The Friends of St Benet’s Abbey. Thanks for Parish Council support for their National Lottery bid, which was successful. The Chairman invited a member of the FOSBA to speak regarding the bid and about the plans for the future. She thanked the Council for their support and confirmed that St Benet’s Abbey have achieved the funding of £26,000 from the National Lottery and will be going ahead with celebrations for the 1000 year celebrations
   8. Cllr Varley. Recommendation regarding further gates on the recreation ground. It was agreed that this subject would be discussed in future months and could be, if agreed, added into a future budget
   9. Parishioner. Request for pedestrian crossing at Ropes Hill. The Clerk had asked the Highways Engineer if this was acceptable and he had noted that it was not legal and would not be put in place. The Clerk had responded accordingly to the parishioner
   10. Parishioner. Complaint regarding damage to clothing following use of play equipment. It was **AGREED** that the **Clerk** would respond to the parishioner and note that the Parish Council could not reasonably have foreseen that the clothes could have been damaged
3. **Finances:**
   1. To receive confirmation of finances. The Chairman had signed the bank reconciliation for June and July
   2. The following receipts were noted: None
   3. The following payments were authorised:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Date | Payee | Description | Chq No | Amount | VAT |
| 15.08.18 | CGM Landscaping | Recreation Ground | S/O | 81.80 | 13.63 |
| 3.09.18 | Clerk | Pension | DD | 97.86 |  |
| 3.09.18 | Ralph Morris | Litter Picking | S/O | 130.00 |  |
| 3.09.18 | Clerk | Salary August | 2365 | 527.23 |  |
| 3.09.18 | HMRC | Tax | 2366 | 47.80 |  |
| 3.09.18 | P I\*\*\*\* | Dog poo bags | 2367 | 99.00 | 16.50 |
| 3.09.18 | Grass cutting contractor | Grass cutting at sign, April May and June | 2368 | 132.00 |  |
|  |  | Cancelled | 2369 |  |  |
| 3.09.18 | A D\*\*\*\* | Reimbursement for Jewson’s Concrete | 2370 | 90.00 |  |
|  |  |  |  |  |  |

1. **Asset Management.** 
   1. Cllr Avellino noted that herself and Cllr Darby had meet with NGF to discuss the fencing. The Clerk had sent the order to NGF the night of the August Parish Council meeting, and had confirmed with the HBS committee that this had been done. Cllr Avellino noted that NGF had slightly revised their quotation to include a further £169 for site security. The confirmed total was therefore £14639 and that the fencing could be installed during the third week of October. Keith Buck would also be required to remove the springer, which would cost around £750. **Cllr Avellino** would send the scanned order, signed by the Clerk, to NGF the following morning. The PC **AGREED** costs of up to £800 for work undertaken by Keith Buck
2. **Parish Councillor reports.** 
   1. Cllr Rolfe noted that the circus had been great fun and that she and her colleagues had received many complements. She noted that income of £1700 had been generated and therefore that 60% of this would go to the Alzheimer’s Society and that £170 would go to the Parish Council. The Chairman thanked Cllr Rolfe for the information and asked her to extend the Council’s grateful thanks for the donation, which would be received in due course
3. **Parishioners’ Matters: The meeting was adjourned at 8.15 pm for public participation**
   1. **District / County Councillor report**:
      1. District **Cllr Mcgoun** had sent her apologies.
      2. A parishioner had attended the meeting and introduced himself and noted that he would like to become a parish councillor. This would be included in the October agenda

**The meeting was reconvened at 8.30pm**

1. **Planning:** 
   1. **Planning applications received**
      1. BA/2018/0213/FUL. Babatru, 18 Braeside Estate, Crabbetts Marsh. Replacement dwelling. **Supported**
   2. **Planning decisions received and noted:**

**None**

1. **Agenda items**
   1. To consider a suggestion to place additional fencing / gates around the perimeter of the recreation ground. This item would be postponed as per 4h
   2. To confirm meeting dates for 2019. These dates were confirmed, but with a change to the May meeting to 15th May 2019
   3. To consider moving all of the recycling bins to a different location to save space on the Village Hall car park. The Chairman noted that this had been agreed and that the **Clerk** had asked URM to move the bottle bank. The Clerk would remind URM
   4. To discuss a launch for the Jubilee Walk, possibly incorporating the school. The **Chairman** would speak to the Headmaster of the School concerning ideas for the school to become involved in a launch of the Jubilee Walk
   5. To receive a presentation from AW regarding a £900K improvement scheme within the village. Amber Richardson, Customer Service Co-ordinator for Anglian Water, made a presentation to all present at the start of the meeting in order to introduce herself and to make parishioners aware of a water mains replacement scheme that will be carried out the area. The £900,000 scheme would be likely to take place in November and so Anglian Water had been keen to contact the PC to make it aware of their plans. They had been aware that the old cast iron pipes had reached the end of their useful life and would need replacing in order to be able to ensure water supply to Horning without issues.

Ms Richardson went on to explain that the project would affect several roads and would involve liaison with the NCC Highways dept. In order to ensure the safety of residents, road users and the work force there would be a road closure in place

Following discussion and further questions, Ms Richardson agreed to revert to the Parish Council two days after the meeting to confirm the exact location of the works

The Chairman thanked Ms Richardson for attending the meeting

1. **To list items for the Horning Reach Parish News:**
   1. Anglian Water works
   2. St Benet’s Abbey
   3. Reminder regarding lighting in the village and the Parish Council’s CPRE policy
2. **HTo identify other items at the Chairman’s discretion:** 
   1. It was noted that the defibrillator had been used the previous week and that the pads needed replacing, which would be a cost of £80
3. **To identify the next venue for the SAM2 sign:** Lower Street (when the Schools go back)
4. **Closure of meeting at 9.27 pm and details of the next meeting:**

**To confirm that the next meeting will take place in St Benet’s Hall at 7pm on Monday 1st October 2018**