**HORNING PARISH COUNCIL**

**Minutes of the Meeting held on Monday 07 Oct 2013**

**At 7pm at St Benets Hall, Horning**

Present: Cllr D Turpin (in the Chair), P Lewis, I Davis, G Evans, H James, R Storey, County Cllr Thomas and the Clerk, P Fyans. Three Parishioners and Mr Nick Baker, Corporate Director North Norfolk District Council (NNDC) were in attendance.

1. **Apologies for Absence and accepted**: Cllrs Parker, Avellino and District Cllr McGoun. PCSO Bennett did not attend due to work commitments.
2. **Declarations of Interest**: None.
3. **To approve Minutes of the Parish Council Meeting held on 02 Sep 2013.** The Draft Sep Minutes had been circulated to all Cllrs prior to this Meeting. No amendments were made; they were unanimously agreed and signed by the Chairman.
4. **Matters arising from the minutes (not elsewhere on the Agenda);**

4.1. Cllr Turpin confirmed that he and Cllr Evans had met with a Representative from Smiths Gore at a site meeting at the Lower St allotments. This was discussed at the Sep Meeting in Cllr Turpin and Evans’ absence where Council agreed that any proposed increase in the annual rental from Smiths Gore should be increased over a number of years. As the exact increase was not known it was agreed at this Meeting the Clerk contact Smiths Gore for clarification of the increase. Once this information is available the Council unanimously agreed to reconsider any challenge to the rental increase, feeling that working alongside Smiths Gore would/could benefit the allotment holders in the future as the proposed changes to this allotment site was advantageous to the Parish Council.

4.2. Not knowing if Cllr Iddon had contacted the Ferry Inn reference unacceptable noise levels, Council was informed that the problem has not re-occurred recently.

4.3. Cllr Davis confirmed he had used the NNDC ‘Energy Box’ but found it difficult to use. The Clerk confirmed the survey had been completed and returned to NNDC who acknowledged receipt.

4.4. There was confusion over the proposed utilities road closure in the Oct half term week. The Clerk confirmed he had received correspondence that UK Power Network would be conducted their work and that BT did not need to close any Road. Unfortunately this information was not showing on the NCC Highways website, something County Cllr Thomas would take up further.

4.5 The Clerk informed Council of the response from NNDC and Highways reference the request for a roadside mirror at the Upper St allotment entrance. The response was not favourable stating that traffic mirrors were not a satisfactory means of alleviating shortcomings in access visibility. All suggestions made by Highways were impractical and did not offer a suitable solution to this problem. It was unanimously agreed that Cllr Lewis and County Cllr Thomas try and contact Highways and arrange a site visit with the Highways Engineer to discuss further, and then use this site meeting to discuss other matters the Asset Management Committee have reference Highway matters in the Parish.

5. **Correspondence**

5.1 PCSO Bennett sent her apologies for not being able to attend personally but submitted the following written report, 15 calls from the Horning area since the last Meeting, 3 reports of rowdy or nuisance behaviour, 2 calls for information purposes, 1 report of lost property, 1 report of suspicious circumstances, 3 road related calls, 2 reports of animal problems, 2 reports of burglary other than a dwelling and 1 call to assist an ambulance. As a result of these calls there were 2 reported crimes, both burglaries other than a dwelling; 1, between 04-06 Sep, a large shed at Horning Waterworks was broken into and a large lawn mower was stolen and still being investigated, 2, between 01-12 Sep, a shed at a property on Falgate was broken into but nothing was taken. In comparison for the same time period last year there were 4 reported crimes, 1 public order, 1 attempted burglary other than a dwelling, 1 assault and 1 criminal damage to a vehicle.

5.2. Further correspondence had been received from Mr R Pilkington whose property is in close vicinity to the recently installed table tennis table. This matter was discussed and ‘minuted’ at the Sep Meeting. With 2 neighbouring Parishioners present at the Sep Meeting who both expressed no concern about the siting of the table in its present location and with no other problems raised by local residents the Council were unanimous in pursuing the removal of the ‘den’ close by and requesting that the local PCSO monitor the situation on her patrols leaving the table in situ.

5.3. County Cllr Thomas made Council aware of the NCC, Norfolk Putting People First consultation (budget consultation) urging as many Parishioners and Cllrs to respond. It was unanimously agreed that individuals respond if they wished to do so with any proposed Parish Council submission discussed at the Nov Meeting. Correspondence on this matter had also been received from NCC.

5.4. The Broads Authority (BA) confirmed the Broads Site Specific Development Plan Document had been submitted. This was noted.

5.5. BA are collecting event details for publicity in 2014 publications. This was noted.

5.6. The Stalham Safer Neighbourhood Team are holding a public meeting on 18 Oct 13. This was noted.

5.7. The Clerk confirmed various items of correspondence had been received from Utility Companies and Highways reference road closures during the half term holiday. This was addressed earlier in this Meeting. .

5.8. Horning Parish Council requested that NNDC hold an individual meeting in relation to their Parish Development Event but Cllrs can attend individually if they wish to at North Walsham Community Centre on 22 Oct. No time was stated. This was noted.

5.9. Highways requested if the Council knew who owned the land opposite Mill Hill so the overhanging hedge could be cut. Council was informed the hedge was now cut.

5.10. Correspondence had been received from Smiths Gore reference the allotments near Tithe Barn. This was matter was discussed earlier in this Meeting.

5.11. Cllr Iddon submitted correspondence informing the Council of his immediate resignation from the Council ‘sighting’ his reasons for this resignation. This was noted.

**6. Planning;** Cllr H James, Chairman of the Planning Committee gave the following Report

**Broads Authority**

Applications

BA/2013/0039/TCA

Lagoona, 84 Lower St, Horning

Application for works to trees within a conservation area

No comment

BA/2013/0302/FUL

Arcadia Moorings, Lower St

To remove existing window to south west elevation and timber cladding below. Install double door access to sail loft intimber glazed frame set back 1.7 metres and install traditional timber balustrade in place of cladding

No comment

Decisions

**BA/2013/0238/CLUED**

High Waters, 6 BuresideEstate, Crabbetts Marsh, Horning

Application for certificate to ascertain if existing use of property as a residential dwelling is lawful

Approved

**BA/2013/0250/FUL**

Horning Hall, Hall Lane, Horning

For the erection of a new menage

Approve subject to conditions

**BA/2013/0227/FUL**

3, Bureside Estate, Crabbetts Marsh, Horning

Replacement dwelling

Refused

**Enforcement Notice**

The Ferry Inn

To remove the unauthorised former refrigeration trailer from the land

**North Norfolk District Council**

Applications

**PF/13/1093**

Greenleas, Upper St Horning

Erection of first floor side extension/two storey rear extension, installation of front bay window, erection of detached garage and formation of replacement vehicular access

No comment

Decisions

**PF/13/0921**

20 Broadwater Way, Horning

Erection of single storey rear extension and front/side entrance lobby

Permit subject to conditions

**PF/13/0817**

Land at 27 Pinewood Drive, Horning

Erection of detached two storey dwelling

Permit subject to conditions

**7**. **Finance:**

Payments –

Clerks remuneration Sep 13 £249.23 – 20% tax (£49.85) £199.38

Mileage 41 miles @ 45p per mile £18.45

Expenses photo copies 93 @ 10p per copy £9.30 £227.13

Tinge Inv 09/2013 Litter Picking £134.03

CGM Ground Maintenance Sep 13 £81.80

HMRC Tax Jul, Aug & Sep £165.57

Smiths Gore 6 months allotment rent £194.00

Mazars external auditor fees £120.00

Community Account as at 24 Sep 13 £9821.31

Business Saver Account as at 24 Sep 2013 £4082.33

All payments were unanimously approved.

The Clerk had received the External Auditors report following submission of the 2012/13. The accounts were in accordance with proper practices and no matters had been brought to their attention giving concern that relevant legislation and requirements were not being met. A few matters not affecting their opinion were brought to the attention of the Council which will be discussed further at the next Financial Meeting due to be held shortly.

**8.** **Asset Management Committee;** Cllr Lewis Chairman of the AMC reported on the following

**8.1.** No AMC Meeting had been held since the previous Parish Council Meeting.

**8.2.** Cllrs Lewis and Parker attended a Meeting with the Village Hall Committee to discuss theareabehind the Annexe. Cllr Lewis expressedsome confusion reference this area relating to a previous planning application for change of use. No one on the Council was aware of any such ‘official’ application. Cllr Lewis agreed to get a quote for a hard core base for this area and also possible matting. Nothing conclusive came from the Meeting with the Village Hall Committee being non committal on any suggestion of any possible funding should they wish to contribute.

**8.3.** Hedges backing onto the Playing Field were discussed as the Council were split as to how to maintain these. Quotes were presented to the Council but was this a cost the Council should undertake or is it the responsibility of the residents? The Clerk agreed to contact the National Playing Fields Association to see if they could offer any guidance on the responsibility of maintenance. Cllrs Storey and Lewis agreed to meet on the playing field to look at this problem further.

**8.4.** Parishioners Mrs G Jeckells and Mr R Morris along with Cllr Evans have tidied up the Memorial Garden. It is hoped to establish a separate rose garden which will help tidy up this area.

**8.5.** 4 Memorial benches have undergone annual maintenance. Cllr Lewis suggested with the volume of benches within the care of the Council that only maintaining 4 per year was not adequate. The Council unanimously agreed that maintenance should be 3 yearly for all benches, ie approx 7 benches per year.

**8.6**. A quote had been received for the removal of the dead tree at the Memorial Garden but Council was informed a Parishioner was willing to remove the tree himself for free if that individual could use the wood for themselves. The Council were happy if this was to happen.

**8.7**. The removal of the lime tree near the table tennis table was discussed. IT was agreed that this could be a project that perhaps volunteers from the Parish could be involved in. Cllr Turpin agreed to follow this suggestion up.

**9. To receive a Presentation followed by a Q&A session from our Guest from NNDC**. Mr Nick Baker Corporate Director at NNDC gave apologies on behalf of Cllr Rhodri Oliver who was expected at the Meeting but had not arrived. The Council received a comprehensive, non political Presentation from Mr Baker followed by questions from Cllrs on subjects such as, boat rubbish, precept setting dates, affordable housing, planning lists going on line, the Waterworks Staithe and footpaths in the Parish. Praise was passed to Mr Baker for the work District Cllr McGoun undertook on behalf of the Parish Council for matters involving NNDC.

**10. To adjourn the Meeting to allow members of the public to speak**: The Chairman closed the Meeting at 20.42 to allow each member of the public present an opportunity to speak (5 minutes per person). A plea was made to the Parish Council that they do what they could to ensure all footpaths are maintained and are passable. Footpath 12 was impassable but the NCC reporting website was not available. The Council was informed that landowners receive payment for Permissive paths on their land but the path opposite the Tithe Barn is not there. Cllr Turpin agreed to take this up with Smiths Gore, the Land Agents and also Sarah Price at NCC. A problem of dog poo accumulating near the school was noted but at this stage the Council felt this was a matter for the school to investigate further. Council was informed of some history reference the area behind the Village Hall Annexe. More information was passed about the roses in the Memorial Gardens. A question was asked about the sign for the defibrillator not being in place. Cllr Turpin agreed to investigate further. Finally weeds and cigarette butts were an ongoing problem at the dinghy bay and surrounding area. The Meeting re-opened at 20.50.

**11. To receive any updates reference the Horning Waterworks Staithe.** No new correspondence had been received on this item but Cllr Davis agreed to investigate the suggestion of using the Localism Act to register this Staithe as a Community Asset reporting back at the Nov Meeting.

**12**. **To receive any feedback from the AMC reference Car Parking and Traffic Management within the Parish.** Cllr Lewis was hoping to hold a Meeting prior to the Nov Meeting.

**13**. **To receive possible Boatshow bid updates with any relevant information.** Invitations from the Boatshow Committee for Parties to submit their bids had now been issued. The Council were unanimous in bidding for donations to support a possible new bus shelter at Mill Hill, the legal costs of the Transfer of Ownership of the land at Mill Hill currently owned by Victory Housing and finally a contribution to put towards the possible fencing of the play equipment on the playing field. Cllr James agreed to download the relevant forms and submit on behalf of the Council.

**14. To receive any update on the proposed Community Speedwatch for the Parish**. Cllr Davis informed Council that 7 volunteers had made themselves available for this scheme. The relevant forms had been completed and were ready for submission. The matter is moving forward.

**15.** **To receive any District/County Matters:** No separate items had been received from District Cllr McGoun. County Cllr Thomas re-iterated the importance of making any necessary comments reference the budget consultation now being undertaken by NCC. HE stressed his commitment to keeping Public Rights of Way keeping walks accessible, maintained and open. He confirmed that no response had been received reference the siting of a grit bin on the A1062/Ropes Hill junction. He was requested by Council to try and confirm a site Meeting with Highways Engineer, Mr Simon Briggs as there were definitely a number of issues the Council wish to discuss with Highways (as mentioned previously in this Meeting).

**16. Items for the next Agenda**.

Waterworks Staithe

Update from the AMC (if any) reference car parking within the Parish

Election of a Vice Chairman

Allotment Rents

**Date and time of next Meeting**: Meeting of the Parish Council, 7pm, St Benets Hall, 04 Nov 13. Meeting of the Parish Council for a Finance Meeting 7pm, St Benets Hall, 18 Nov 13 (to be confirmed)

The Meeting closed at 21.26