**NOTICE OF PARISH COUNCIL MEETING**

**To Members of the Council**: You are hereby summoned to attend the Horning Parish Council Meeting at St Benet’s Hall, Horning, on **Monday 01 December 2014 at 7.00pm** for the purpose of transacting the following business:

Jo Beardshaw Parish Clerk / RFO 27 November 2014

**Press and Public are welcome**

**AGENDA**

1. **Apologies**
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 Monday 3rd November 2014

1. **Actions from previous minutes**

To report any actions from previous minutes

* 1. Allotment gate / Smith’s Gore correspondence

1. **Correspondence**
   1. PCSO report
   2. Resignation of Councillor Lynda Horey
   3. Peter Lewis. Solicitor fees for lease of Village Hall
   4. Cty Cllr David Thomas. Warm and Well information
   5. Community payback scheme. Enquiry for suggested work
   6. BA. Application for works to trees. 38 Crabbets Marsh
   7. Roys (Wroxham) Ltd. Donation towards Horning allotments £100
   8. Norfolk RCC. Membership renewal reminder
   9. Horning PCC. Letter of thanks for the annual donation
2. **Finance**
   1. To receive confirmation of finances
   2. To receive notification of all income since the last meeting
      1. Donation box. £76.59
      2. Slipway. £115.20
      3. Allotment income £157.50
   3. To agree and authorise payments
      1. Chq no 2057. S137 donation. Norfolk CAB. £200
      2. Chq no 2058. Mario Tinge. Litter picking + black bags. £135.61
      3. Chq no 2059. Clerk salary and expenses. £544.68. Submitted to HMRC
      4. Chq no 2060. CGM Landscapes (October grounds). £81.80 inc £13.63 VAT
      5. Chq no 2061. Pat Avellino. £36.42 inc £6.07 VAT
      6. Chq no 2062. Horning Village Hall. Rent of annex in October 2014. £15
      7. Chq no 2063. Carol Gilden. Grass cutting in October. £160
3. **Planning.** To receive planning applications and make decisions according to recommendations
   1. Planning applications received:
      1. BA/2014/0363/OUT. Substation Plot, Ropes Hill. Outline planning for one residential dwelling. Existing brick substation to be demolished with a new substation to be established in corner of plot to compliment new dwelling
      2. BA/2014/0381/FUL. Driftwood, 104 Lower Street. Alter existing south west facing window and form a double doorway in place of double opening window and form access via external stairway to quay head decking area.
   2. Planning decisions received:
      1. BA/2014/0349. 5 Racing Reach, South Quays Lane. Extension of existing balcony with glazed balustrade. Permitted
      2. PF/14/1210. 15 Broadwater Way. Permitted
4. **Asset Management.** To receive the report from the Asset Management Committee
5. **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. **Agenda items. To discuss agenda items**
   1. Finance Committee recommendation for precept. Signature required from three Councillors
   2. Mobile phone reception. Update from Cllr Moore
   3. Parish Partnership scheme. 50:50 funding from NCC for Highways projects
   4. Defibrillator – 24 hr access. Discussion regarding grants / location
   5. Suggestion from Cllr Moore regarding area collaboration / Councillor representative from each Parish
   6. Engagement with parishioners – discussion
   7. Village Hall lease paperwork (Peter Lewis)
   8. Confirmation of sign at playground ‘Horning Parish Council Playground. If you would like to report any damage or issues, please contact the parish clerk: [horningpc@gmail.com](mailto:horningpc@gmail.com)’
   9. Review of litter pick contract. Suggestion that this be postponed to April, with a letter written to the current contractor
   10. Introduction of a maintenance contract – discussion
   11. Confirmation of costings of the new piece of play equipment, including fitting
   12. Location of PC meetings (Village Hall contract allows 15 free uses of the Hall)
   13. Review of Freedom of Information scheme
2. **To receive items for the next agenda**
3. **To list items for the Horning Reach Parish News**
4. **To confirm venue and dates of the next council and committee meetings**
   1. Monday 5th January 2014, St Benet’s Hall, Horning
5. **Closure of meeting**

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