**HORNING PARISH COUNCIL**

**HHHHMinutes of the Parish Council Meeting**

**held on Monday 05 January 2015**

**Present: Mr D Turpin (Chairman)**

**Cllr I Davis**

 **Cllr A Darby**

 **Cllr G Evans**

 **Cllr R Martin**

 **Cllr D Moore**

 **Clerk / RFO: Jo Beardshaw**

**Number of Parishioners: 4**

1. **Apologies.** Apologies were received and accepted from Cllr Avellino
2. **Declarations of Interest.** None
3. **Minutes of the previous meeting** were approved
4. **Actions from previous minutes. All Councillors** were reminded that they needed to send photographs to the Clerk for the website
5. **Correspondence**
	1. PCSO report. The Police had received 8 calls from the area since the last meeting: 1 call for information purposes, 1 report of suspicious circumstances, 1 report of rowdy or nuisance behaviour, 1 report of a theft (not in Horning), 1 call to assist an ambulance, 1 road related call, 1 repot of alarms, 1 call for a concern for safety. There had also been one reported crime in the last month: damage to the tree cages on the playing field (see item 5k)
	2. Community Heartbeat Trust. Quotation for cabinet for external siting of defibrillator on village hall. The Clerk had obtained details of costings for an external cabinet for the defibrillator at the Village Hall. This would be around £750 for a mild steel cabinet and £950 for a stainless steel cabinet. Cllr Evans agreed to speak with the WI about the possibility of trying to raise funds for this cabinet. Cllr Davis would also be discussing the Vodafone Sure Signal with the Village Hall Committee so agreed to take along the AED sign up which the Chairman had obtained.
	3. Anglian Water. Details of Marina works. *The following information was received from Anglian Water: Anglian Water has identified areas where there is infiltration of groundwater into the foul sewer network as well as sewer pipes that are in poor structural condition. In order to rehabilitate these pipes we plan use a number of methods. The first method we plan to use is to open cut and replace the pipes. This will be implemented at the bottom section of Ferry Road (indicated as brown pipes Refs 20-28 on the attached drawing), this is where we break open the ground and lay new pipes. The route of the new pipeline is similar to, but not the same as, the line of the existing pipeline. The second method we will use is trenchless relining. This is where a polyester tube with resin between it’s layers is inserted into the sewer through existing manholes. The resin is then cured by water or steam to harden and form a pipe within a pipe. This will be the most used method in Horning and is shown as blue on the attached plan. It is worth noting that, on the drawing, References 15-17 have now been changed to this method of rehabilitation. The third method will be used exclusively in Ferry Cott Lane and is re-rounding and relining. The pipes in Ferry Cott Lane are made of a pliable material and so have become “squashed” as the ground has moved, what we will do here is to pull a device through the pipe that will return the pipe to it’s original round shape. When the pipe is round again, we will insert a liner as described above. This is shown as red on the attached plan. In the areas where we plan to use trenchless techniques it is likely that isolated digs will be required to repair broken sections of pipe but these will be kept to a minimum. In addition to the work we are doing on the pipes we will also be sealing the manhole chambers. This is where a device is inserted into the manhole that spins round and sprays a resin which adheres to the walls of the chamber, this resin is quick drying and will prevent groundwater entering through the chamber walls.*
	4. Email from M&B regarding future communication. The Clerk had written to M&B, who had confirmed that the best person to liaise with on local matters is the manager at the Swan, Lisa Cook. **The Clerk** was asked to write to Lisa Cook regarding the wall.
	5. Probation service. Community payback scheme details. The **Chairman** agreed to meet up with Mr Stephen Taylor of the Community Payback Unit to discuss various locations for work
	6. Pauline Bourke. Playground ‘grand opening’. Mrs Bourke had written to the Parish Council regarding the ‘grand opening’ of the playground. A date was agreed on as the 21st February, and the **Clerk** was asked to book the Village Hall Annex and let Mrs Bourke know. The Council **AGREED** up to £25 on cakes / tea. Mrs Bourke said that if she needed any further help she would contact the Clerk
	7. Signatures for standing order to CGM, to commence 25.02.15. Done
	8. CPRE. Standard Light Pollution Clause. The Clerk recommended that in future all planning responses from the Parish Council contain the following clause: *‘National Planning Policy Framework Clause 125 and Norfolk County Council’s Environmental Lighting Zones Policy both recognise the importance of preserving dark landscapes and dark skies. In order to minimise light pollution, we recommend that any outdoor lights associated with this proposed development should be: 1) fully shielded (enclosed in full cut-off flat glass fitments), 2)directed downwards (mounted horizontally to the ground and not tilted upwards), 3) switched on only when needed (no dusk to dawn lamps), 4) white light low-energy lamps (LED, metal halide or fluorescent) and not orange or pink sodium sources.* The Council **AGREED** this
	9. HMRC. VAT refund. £1,252.21. Noted
	10. Norfolk Constabulary. Match funded PCSOs. The Clerk outlined the idea, which the Council felt was not relevant to a rural village
	11. Norfolk Constabulary. Crime reference number for the wilful damage on Jubilee Walk. Noted
6. **Finances:**
	1. **Receipt of the bank reconciliation.** Cllr Davis noted that he had approved the bank reconciliation for the month.
	2. **The following payments were approved:**
		1. Chq no 2065. LE Electrical. Christmas lights. £124.59 inc £20.76 VAT. The Chairman thanked Cllr Darby very much for his work on this, on behalf of the Parish Council
		2. Chq no 2066. CANCELLED
		3. Chq no 2067. Mr M Turpin. Defibrillator signs £19.98
		4. Chq no 2068. Hansells Solicitors. Village Hall lease paperwork. £1140 inc £190 VAT. The Parish Council agreed that this would not be signed until the finished paperwork was with the Council
		5. Chq no 2069. Mr Mario Tinge. Litter picking. £131.63
		6. Chq no 2070. Jo Beardshaw (Safety Signs and notices). Notice for playground. £28.68
		7. Chq no 2071. Fenland Leisure Products Ltd. Play equipment. Financed by £2,000 NCF grant and £2869.70 from HBS (both banked). £5843.64 inc £973.94 VAT.
		8. Chq no 2072. Clerk salary and expenses. £427.59
		9. Chq no 2073. CGM Landscapes. Grounds maintenance. £81.80 inc £13.63 VAT
		10. Chq no 2074. Glasdon UK Ltd. City sack dispenser, post mounting kit and bags. £140.92 inc £23.48 VAT
		11. Chq no 2075. P.Avellino. Discs for numbering benches. £40.38 inc £6.73 VAT
7. **Planning:**
	1. **Planning applications received:**
		1. BA/2014/0407. Hoveton Marshes, Horning Road, Hoveton. New vehicular access from the A1062 Horning Road, car park, timber equipment store, temporary toilet facilities, footpath and canoe slipway at Pound End; landing stage, boardwalk and viewing platform at Hoveton Great Broad; and temporary de-watering lagoon on The Haugh, Hoveton Estate. Cllr Darby recommended that one of the Parish Councillors attend the site meeting on Friday 16th January as he felt that in order to understand the application fully a visit was required. He himself would be out of the country, but Cllrs Moore, Davis and Turpin confirmed that they were available to attend
	2. Planning decisions received and noted:
		1. NNDC. PF/14/1023. Benita, Neatishead Road. Erection of first floor side extension. Permitted
		2. BA/2014/0228/CU. Boat Sales Office / Hairdressing Salon, Ferry Road. Proposed conversion of existing ground floor offices with hairdressing salon over into a single holiday residential let. Permitted
		3. NNDC. PF/14/1202. Land at Leeds Way. Erection of detached two-storey dwelling. Refused
		4. 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. Refused
8. **Asset Management.** Cllr Evans reported as follows:
	1. Christmas tree lights were successfully installed.
	2. All of the 25 memorial benches are now all numbered with number tags.
	3. village green staithe - damaged timber bollard (chained bollards) now replaced.
	4. pothole on carriageway at village staithe repaired.
	5. lining to steps from recreation ground to Lower Street now installed.
	6. completed maintenance works to the 'springy duck'.
	7. Parish Partnership Fund :- A request for a quotation for the mobile SAM2 and data collection has been made to Westcotec.
	8. Discussed briefly with Area Highway Engineer on the directional signage.  Agreed to submit info for quotations in the New Year.
	9. Submitted request to KIER for relocation of dog litter bin.  Yet to receive approval.
	10. Glasdon reported that the dispenser bin will be delivered in early January.

The Chairman thanked the AMC for their work over the month and noted that the committee was achieving a lot of action within the village

1. **Parishioners’ Matters:** The meeting was adjourned at 8.40pm for public participation
	1. **District Councillor report**: District Councillor Barbara Mcgoun had sent her apologies
	2. **County Councillor report:** County Councillor David Thomas had sent his apologies
	3. **Public Participation.** Mrs Turpin reported that a bid for a grant for an improved path , part of the Three Rivers Way, from Hoveton to Horning had initially failed but had now been resubmitted. The bid had been resubmitted by Norfolk County Council and had the backing of the Broads Authority. The Three Rivers Way Association had also pledged funds. The Chairman thanked Mrs Turpin for her work on this.

The meeting was reconvened at 7.45pm

1. **Agenda items**
	1. Parish Partnership scheme SAM2 update. 50:50 funding from NCC for Highways projects. The Council agreed that this application would be made, with a view to considering purchasing a SAM2 machine if the application is accepted. The **Clerk** would research the increase in insurance cost
	2. Update on defibrillators. The Chairman had affixed an AED sign to the fence of the private residence where one defibrillator is located, and the other sign was available for the Village Hall. The Clerk had obtained costings for a cabinet (see item 5b above)
	3. Consequences of Horning FC folding. The Chairman asked the Council to consider the village’s options for the playing field. He noted that it is a large space which could be used for various sports within the village. The Council agreed to give the idea some thought and to add it to the agenda for the next meeting. In addition, the Council asked the Chairman to add this as an item within the Horning Reach
	4. Vodafone Sure Signal. Cllr Moore noted that she had been invited to a parliamentary reception as the Councillor working on the Sure Signal project. Although she was unable to attend, she agreed to forward the invitation on to Cllrs David and Martin who could both be in London on that day
	5. Footpaths. Cllr Moore noted that the loss of the permissive pathways had had a bad impact on the village especially in terms of connecting public rights of way to each other. It was **AGREED** that **Cllr Moore** would obtain details of landowners and a map of the footpaths concerned in collaboration with Mrs Turpin and that the **Clerk** would write to the landowners concerned
	6. Tree Cages. These had been damaged and the Clerk had asked Keith Buck to look at them. The Council **AGREED** to replace one and to fix another using the ‘Trees for Horning’ money. The **Chairman** said that he would work with Mrs Turpin to identify the right tree species / time of year for planting
2. **To receive items for the next agenda**
	1. Parish Partnership scheme SAM2 update. 50:50 funding from NCC for Highways projects
	2. Update on defibrillators
	3. Donation to First Responders - discussion
	4. Meeting dates for 2015 – for confirmation
	5. Village Hall lease – for agreement
	6. Restricted Byway – for agreement and action
3. **To confirm venue and dates of the next council and committee meetings.**
	1. Monday 2nd February 2015
4. **Closure of meeting at 8.15pm**