**NOTICE OF 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 06 July 2015 at 7.00pm** for the purpose of transacting the following business:

Jo Beardshaw Parish Clerk / RFO

**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 18th May 2015

To confirm an item from the minutes of the meeting held on Monday 13th April 2015 to agree the minutes from that meeting

1. **Actions from previous minutes**

To report any actions from previous minutes

1. **Correspondence**
   1. PCSO report
   2. CPRE. Request for membership. £36 in 2014
   3. Came and Company. Confirmation paperwork for parish council insurance with Hiscox
   4. NNDC. Recycling credit for 2014/15. £744.60
   5. NNDC. Withdrawal of two planning applications: Land at 79 Leeds Way (erection of detached 2-storey dwelling), and 25 Pinewood Drive (Erection of two-storey dwelling and double garage)
   6. District Councillor Barbara Mcgoun. Parking survey results
   7. Receipt of three emails with queries regarding how to adopt a planter
   8. NPTP. Councillor training dates
   9. Derrick Vernall. Oak tree on St Benet’s Green
   10. John Woodrow. Response regarding the SAM2 consultation (and one other)
   11. NCC. Parish Partnership 2015/2016
   12. WI. Request to plant a tree (with a plaque) on the recreation ground to celebrate 100 years of WI
2. **Finance**
   1. To receive confirmation of finances
   2. To agree and authorise payments
      1. S/O. CGM Landscaping. £81.80 inc £13.63 VAT
      2. Chq no 2106. Carol Gilden. Gardening work. £125.50
      3. Chq no 2107. Mario Tinge. Litter picking May. £131.63
      4. Chq no 2108. Clerk salary and expenses June. £463.96 less £112.40 (£351.56)
      5. Chq no 2109. Andrew Darby. Key cutting. £10
      6. Chq no 2110. Neal Sharpe (internal audit). £70
      7. Chq no 2111. HMRC. £112.40
3. **Planning.** To receive planning applications and make decisions according to recommendations
   1. Planning applications received:
      1. NNDC. PF/15/0796. Benita, Neatishead Road. Erection of single-storey side extension
      2. NNDC. PF/15/0718. 2 Norwich Road. Erection of two-storey side extension. No comment response sent
      3. BA/2015/0131/FUL. Grebe Island, Lower Street. Quayheading and mooring redesign to existing private moorings. No comment response sent
   2. Planning decisions received:
      1. BA/2014/0284/COND. Silver Dawn, Horning Reach. Proposed variation of conditions 2 and 10 of permission BA/2012/0056FUL – amendment to windows to be obscure glazed. Approved
      2. NNDC. PF/15/0473. Little Pipers, Upper Street. Erection of front extension. Permitted
4. **Asset Management.** To receive the report from the Asset Management Committee
5. **Parish Councillor reports.** To receive any Parish Councillor reports and updates, including:
   1. Vodafone Sure Signal
6. **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. Roy Payne from Westcotec to attend the meeting to give a presentation regarding a SAM2 sign
   2. HBS bids – ideas to date
      1. Playground fence
      2. Memorial green sign
      3. Wheelchair friendly kissing gate between St Benet’s Green and St Benet’s Hall
      4. Suggestion regarding donations towards dog bins in the village
      5. Defibrillator and cabinet on the Swan Inn
      6. Cabinet to house the defibrillator at the Village Hall so that it could be kept outside and accessible 24/7
   3. Upper Street dog bin – costings to be provided by the Clerk
   4. Parish donations towards dog bins – discussion
   5. Adopt-a-planter. Policy for way forward. Discussion
   6. Tree on recreation ground. Quotations for work
   7. Bicycle hire station in Horning
   8. Internal auditor report (Neal Sharpe)
   9. Training policy – for discussion / agreement as per the internal audit comment
   10. Risk assessments
   11. Communication with parishioners and local businesses
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 3rd August 2015 in St Benet’s Hall at 7pm
5. **Closure of meeting**

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