**HORNING PARISH COUNCIL**

**HHHHMinutes of the Parish Council Meeting**

**held on Monday 7th September 2015**

**Present:**

**Cllr P Kibler**

**Cllr K Smith**

 **Cllr P Avellino**

 **Cllr A Gilden**

**Cllr D Turpin**

**Cllr C Smith**

**Cllr D Moore**

**Cllr R Martin**

**Cllr A Darby**

**Clerk / RFO: Jo Beardshaw**

*Councillors had agreed prior to the meeting that Cllr Avellino would act as Chairman in the absence of the Chairman and Vice Chairman*

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**Number of Parishioners: 6**

1. **Apologies.** Apologies were received and accepted from Cllrs Davis and Iddon
2. **Declarations of Interest.** None
3. **Minutes of the previous meeting.** The minutes of the meeting on Monday 3rd August 2015 were confirmed as a true and correct record, and were signed subject to one note on the minutes. Cllr Martin had been unable to attend the previous meeting but he wished to state on record that he fundamentally disagreed with the viewpoint of David Bracey (the playground inspector) that Cllrs inspecting the playground could be considered lay volunteers and that this would not affect the Council’s liability. This was noted, and the **Clerk** was asked to speak with ROSPA regarding liability
4. **Actions from previous minutes.** The Chairman ran through the updates from the previous minutes and confirmed that all relevant items were elsewhere on the agenda, with the exception of the following updates:
	1. Cllr Avellino had spoken with Trading Standards regarding attempting to prevent cold calling, following a recent personal experience. The **Clerk** would put her in touch with the gentleman who had made the previous attempt to prevent cold calling in parts of the village
	2. The Clerk advised the Council that the slipway would be closed from the 14th September for two weeks approximately. Cllr Gilden would let the Mississippi River Boat know, and Cllr C Smith kindly offered to put some information on social media sites
	3. The Council **AGREED** that the Clerk would write to local businesses to ask if they would like to sponsor a planter. Cllr Kibler confirmed that he would like to sponsor a planter
	4. Cllr Darby had attended the Parish Council surgery, which had not been well attended. He had also attended a village coffee morning in St Benet’s Hall and had spoken with many members of the public. He suggested that Councillors would benefit from attending public social events within the village and being available to discuss Parish matters
5. **Correspondence**
	1. PCSO report. The Clerk gave the PCSO report as follows: the police had had 21 calls from the area since the last meeting. 9 reports of rowdy or nuisance behaviour, 1 report of lost property, 5 reports of suspicious circumstances, 1 report of a criminal damage, 1 call for a concern for safety, 1 report of a burglary, 2 calls for information purposes, and 1 road related call. As a result of these calls there had been 5 reported crimes in the last month. Two cases of criminal damage, a public order offence on the river, an assault on The Avenue, and a burglary
	2. Letter from the Village Hall committee regarding parking between the VH Annexe and the Bowls Club. The Parish Council had received an email as follows: ‘In accordance with the Lease we now hold, regarding this piece of land that no public parking is allowed, I have to report that on Sunday 9th August over 20 cars were parked on this land and the playing field (by the children’s play area) because the car park was full. This matter was fully discussed at our Committee Meeting yesterday and in order to comply with the conditions of the Lease, we are advising you that we are proposing to erect a notice to read “No Parking beyond this point. Authorised Users Only”.   This might work on the land we are responsible for, but will not prevent cars parking by the play area as drivers will use the playing field access to park.’. This information was noted by the Parish Council
	3. NCC. Update on bus service. The Parish Council noted that the impending changes to the bus service meant that all the off peak services had been cut so that every passenger would have to pay – bus passes would not be relevant as all the bus journeys were during peak times. The Council asked the **Clerk** to write to Norman Lamb MP, Barbara Mcgoun and David Thomas
	4. CGM. Quotation for hedge cutting the recreation ground. The Clerk had received a quotation from Liam Harmer Tree and Garden services. The Council **AGREED**  that the **Clerk** should ask Mr Harmer to hedge cut the recreation ground hedges (at a cost of £315). An alternative quotation had been received at £400.
	5. Liam Harmer. Quotation for tree work around parish. Mr Harmer had reviewed the trees in the parish and had suggested that the Rowan and Ash trees adjacent to the play area would both need to be reduced, at a cost of £100. The Council **AGREED** that this work should also be undertaken by Mr Harmer
	6. NNDC. Notice of intention to prepare a new Local Plan. [http://www.north-norfolk.gov.uk/files/Local\_Plan\_Newsletter.pdf](http://www.northnorfolk.org/files/Local_Plan_Newsletter.pdf).  Noted
	7. NNDC Corporate Plan. The Clerk explained that she had a copy of this report if any Councillor wished to see it
	8. BA. Application for works to trees within a conservation area. Cedar Wood, 92 Lower Street. Noted
6. **Finances:**
	1. To receive confirmation of finances. The Finance Committee Chairman had checked the bank reconciliation against the bank statement and confirmed that this was correct
	2. The Council noted the following receipts:
		1. £19 allotment income
		2. £136 Slipway income
	3. The Council authorised and agreed the following payments:
		1. S/O. CGM Landscaping. £81.80 inc £13.63 VAT
		2. Chq no 2127. Mario Tinge. Litter picking August. £131.63
		3. Chq no 2128. Carol Gilden. Grass cutting throughout July. £184
		4. Chq no 2129. Clerk salary and expenses. £388.46 less Tax £18.20 = £370.26
		5. Chq no 2130. URM (UK) Ltd. £25.27 inc £4.21 VAT
		6. Chq no 2131. Diane Moore. Plants. £107.92
		7. Chq no 2132. Andrew Darby. Key cutting. £7.50
		8. Chq no 2133. NPTP. Training for Cllr Kibler. £50
		9. Chq no 2134. Playsafety Ltd. £103.20 inc £17.20 VAT
		10. Chq no 2135. Jo Beardshaw. Storage boxes for archive. £39.30
		11. Chq no 2136. HMRC. (Post Office Ltd) £18.20
7. **Planning:**
	1. **Planning applications received:**
		1. NNDC. PF15/1160. Tithe Barn, Norwich Road. Variation of condition 2 of planning permission ref: 12/1201 to permit revised fenestration and door design, roof cladding, insertion of roof lights to east elevation, PV panels and wood burner flue to south elevation. Supported
		2. BA/2015/0238/COND. Bewilderwood, Horning Road, Hoveton. Variation of conditions 2, 3, 5, 11 and 24 of permission BA/2013/0050/FUL to allow phased implementation.  After discussion, and having considered a letter from a parishioner, Cllr Kibler agreed to put together a letter objecting to the plans on the basis that the size and increase of traffic along the roads surrounding Bewilderwood was unacceptable. It was also noted that there was a caravan on the site and that the area along Long Lane was unsightly.
	2. **Planning decisions received and noted:**
		1. NNDC. PF/15/0910. The Focsle, Mill Loke. Erection of first floor front extension. Permitted. Noted
8. **Asset Management.** Cllr Avellino reported as follows:
	1. Cllr C Smith would obtain two additional quotations for the re-piling of Ludham Bridge Moorings
	2. Cllr Darby explained that the AMC would like to purchase an uplighter for the Oak Tree (street side) on time switches. This would cost around £100. The Council had not had time to arrange this prior to Christmas in 2014 so Cllr Darby explained that he was keen to arrange it in good time in 2015. The Council **AGREED** this.
9. **Parish Councillor reports.** To receive any Parish Councillor reports
	1. None
10. **Parishioners’ Matters:** The meeting was adjourned at 8.16pm for public participation
	1. **District Councillor report**: District Councillor Barbara Mcgoun had sent her apologies
	2. **County Councillor report:** County Councillor David Thomas did not attend the meeting
	3. **Public Participation.**

Mrs Turpin explained that the preliminary designs for the 3 Rivers’ Way (3RW) cycleway and footway were under discussion. She noted that there would be a central reservation in the middle of the road at the Lower Street crossroads. She confirmed that there would be an off road cycleway from Hoveton Station all the way to Horning. She would advise the Council when the public meeting was due to take place so that a date could be placed in the Horning Reach. She also noted that the work was due to start on around 11th January for 14 weeks.

Cllr Darby suggested that the Parish Council should also consider some bicycle racks and other ways that the village could welcome the cycling visitors.

The meeting was reconvened at 8.26pm

1. **Agenda items**
	1. Parish Partnership grant. To discuss possible grant applications. Mrs Turpin was asked by the Chairman to contribute to this discussion. She identified two footpaths which start close to the Lower Street crossroads, with access problems at the other end of the footpaths. These footpaths are numbered 1 and 2. Mrs Turpin had spoken with Sarah Price at NCC Highways (Rights of Way) and Justin Le-May of NCC Highways. They had undertaken a site visit and had estimated that the total cost would be something in the region of £2K. They had also indicated that they suspected that a Parish Partnership 50:50 funding bid might be successful, as Justin Le-May had spoken with Paul Donnachie who works on the Parish Partnership team. The bid would be for wooden slatted steps at the far end of both footpaths, on to the road. Highways would maintain the steps once in place. Mrs Turpin also identified that the Parish Plan had already recognised that parishioners supported improvements to footpaths. The Parish Council **AGREED** in principle to putting this bid in to NCC (this would need to be with NCC by December). Anita Turpin kindly offered to progress this further and report back to the next meeting
	2. Watering planters – to discuss a longer term plan. Councillors felt that this did not currently pose a problem due to the excessive rainfall
	3. Commercial garden waste. The Clerk had spoken with Carol Gilden, who had asked for advice on where to recycle the garden waste from the Parish Council land. Councillors felt that this should be the responsibility of the holder of the grass cutting contract
2. **To plan items for the next agenda**
	1. Parish Partnership update
3. **To list items for the Horning Reach Parish News**
	1. Update on bus service
	2. Local Plan
4. **At the Chairman’s discretion**
	1. Cllr Gilden informed the Council that she hoped to be able to obtain an old pump similar to that used in years gone by on St Benet’s Green
5. **To confirm venue and dates of the next council and committee meetings.**
	1. Monday 5th October 2015
6. **Closure of meeting at 8.55pm**
7. Clerk’s pension arrangements and contract (closed session) It was agreed that this item could be dealt with by email