**HORNING PARISH COUNCIL**

**HHHHMinutes of the Parish Council Meeting**

**held on Monday 1st February 2016**

**Present:**

**Cllr P Iddon (Chairman)**

**Cllr R Martin**

**Cllr C Smith**

**Cllr K Smith**

**Cllr D Moore**

**Cllr A Darby**

**Cllr P Kibler**

**Cllr M Turpin**

**Cllr P Avellino**

**Clerk / RFO: Jo Beardshaw**

**Number of Parishioners: 8**

1. **Apologies.** Apologies were received and accepted from Cllrs Gilden and Davis
2. **Declarations of Interest.** None
3. **Minutes of the previous meeting.** The minutes of the meeting on Monday 4th January 2016 were confirmed as a true and correct record, and were signed
4. **Actions from previous minutes:**
   1. Defibrillator update. The Clerk noted that this item was on the agenda as item 5c but that the defibrillators were on order
   2. Ludham Bridge Moorings lease update. Cllr Martin had emailed all Councillors with this lease but it had not been received. The Council **AGREED** that the **Clerk**  would send the lease and the invoice to the Ludham Bridge Boatyard as soon as Councillors had had a chance to comment on the lease, which **Cllr Martin** would send through again on Tuesday 2nd February
   3. Boat waste update. The Chairman postponed this item to agenda item 11a
5. **Correspondence**
   1. PCSO report. The PCSO had emailed a report to the Clerk as follows: the police had received 7 calls from the area since the last meeting. 3 road related calls, 2 reports of rowdy or nuisance behaviour, 1 report of suspicious circumstances and 1 report of criminal damage. As a result of these calls there had been 2 reported crimes; a criminal damage to a boat which happened on 12th January, which had been resolved by Police, and an assault for which the offender had been given a Police caution
   2. PCSO response regarding the playing field vandalism. The Police had inspected some local cars for indicators, but had not found the culprit.
   3. Medisol. Terms of business. Defibrillator supplier does not accept cheques. **Cllrs Turpin and Avellino** very kindly offered to go together to Barclays in Wroxham to arrange for an international electronic transfer. The Parish Council **AGREED** that Cllrs Turpin and Avellino, both of whom are bank signatories, should transfer £3104.40 to Medisol AED Expert. The **Clerk**  would send the relevant information to the Councillors, including a letter to the bank asking for the transfer
   4. Dave Young regarding the Village Plan – village meeting to be held 2nd April at 11am in the Village Hall Annexe. Councillors were delighted to hear that Mr Young was prepared to become involved in the Village (Parish) Plan and noted the date of the meeting
   5. NNDC. Changes to the provision of boat waste collection facilities. The Clerk read excerpts from the letter from the Environmental Waste Manager, Scott Martin.
   6. Church Commission’s representative. Agreement to go ahead with the suggested improvements to FP1 and FP2. The Clerk explained that the Church Commission’s representatives, Savills Smiths Gore, had agreed that the Parish Council could arrange for these improvements. The Clerk had therefore put together and submitted a Parish Partnership bid for the work. Cllr Moore confirmed that the Parish Council had only agreed thus far to put a bid in for the improvement to the footpaths, not to undertake the work. She explained that she needed to understand a little more about the bid before agreeing that NCC should undertake the work. She noted that she also felt that the item required some consultation with the village
6. **Finances:**
   1. To receive confirmation of finances. The Finance Committee Chairman noted that he had checked the bank reconciliation for the month against the bank statements and that the finances were in order
   2. Confirmation of Direct Debit paperwork for Clerk’s pension. The Council **AGREED** this
   3. The following receipts were noted:
      1. The Swan for Litter Picking for the year 2016. £135
      2. HMRC. VAT. BACS remittance advice. £1855.69
   4. The following payments were authorised:
      1. S/O. CGM Landscaping. £81.80 inc £13.63 VAT
      2. DD. Clerk Pension. Parish Council contribution. £32.10 Clerk Contribution. £12.84. Total £44.94
      3. Chq no 2166. HMRC. Tax. £37.20
      4. Chq no 2167. URM. Glass recycling. £12.60 inc £2.10 VAT
      5. Chq no 2168. Clerk salary and expenses. £404.19
      6. Chq no 2169. Ralph Morris. Litter picking January. £130
      7. Chq no 2170. Carol Gilden. November work on the green. £107
      8. Chq no 2171. NNDC. Election costs from 7th May 2015 elections. £92.22
7. **Planning:**
   1. **Planning applications received**
   2. **Planning decisions received and noted:**
      1. 1 Parkland Crescent. Notification of intention to erect a single-storey rear extension which would project from the original rear wall by 4.77 metres, which would have a maximum height of 4.2 metres and would have an eaves height of 2.3 metres. Decision: prior approval is not required

1. **Asset Management.**

Cllr Avellino thanked those Councillors who had undertaken inspections. She noted that she would be meeting with Keith Buck to discuss various asset management tasks coming up. The Chairman noted that he would be descaling and painting the slide on the playground. Cllrs Kibler and Iddon would be going to the Ludham Bridge Moorings to take a look a the the state of the quay heading.

The Clerk asked that she organise the rolling of the recreation ground, following the joy-riding incident in January. The Parish Council **AGREED** that the Clerk could arrange this with CGM (or another firm) up to a value of £500

**Cllr Avellino** would receive quotations for picnic benches on the recreation ground, as requested by the HBS committee

1. **Parish Councillor reports.** To receive any Parish Councillor reports
   1. Cllr Moore. Update on Vodafone boosters. Cllr Moore had emailed Councillors earlier in the week to say that installations were complete. It was agreed this item would be removed from future agendas. The Chairman thanked Cllr Moore for her hard work on the Vodafone boosters and congratulated her on a successful outcome.
   2. Cllrs Gilden and Iddon. Village Fayre / Tour de Broads. The Chairman explained that he was involved with a Village Fayre, which would take place on the day of the Tour de Broads – Sunday 21st August. The item would remain on the agenda for monthly updates from those involved. Cllr Iddon noted that Chloe, the Manager of The Swan, had agreed that the Swan Green could be used for tables for juice for the cyclists. Cllr Iddon noted that a discussion would need to take place regarding the possible closing of the Staithe for the day. It was noted that the Village Fete would not be taking place in 2016, but would be put ‘on hold’. In particular, it was noted that the fete has funds in an account, which would carry over to a future year. The **Clerk** would again contact Helen Rainbow at Pedal Revolution, to outline the Parish Council’s plans to date.
2. **Parishioners’ Matters:** The meeting was adjourned at 8.07 pm for public participation
   1. **District Councillor report**: District Councillor Barbara Mcgoun did not give a report as she would be included in the agenda discussion regarding the boat waste, item 11a
   2. **County Councillor Allison Bradnock** had not attended the meeting
   3. **Public Participation.**

Mrs Woodcock noted that the Village Hall had been congratulated by Vodafone for their preparation for the booster. She also informed the Council that the Village Hall would celebrating the Queen’s 90th Birthday with an evening event on Friday 22nd April

Paul Donnachie and Richard Flowers from NCC had both attended the meeting because they wished to inform the Parish Council of some changes to the plans for the 3RW. They arrived at the meeting at 7.05pm, at which point the meeting was suspended for public session. The meeting was then reconvened after they had departed at 7.29pm.

They made five points in response to five queries which had been brought up at a public meeting on 9.1.16

1.    ***Verge widths****. The 200m section through Hoveton St John (immediately west of Horning, as per plan below) has restricted width. It was proposed to accommodate the shared use cyclepath by moving the north kerbline out by 0.5m, and taking 0.5m of the south verge.  Residents were concerned that a) width for cyclists is restricted and potentially unsafe and b) reducing the south verge width will impact sightlines emerging from drives which are already constrained.*

*Having spoken to residents after the meeting and visiting properties to see the issues, we have agreed to leave the southern verge and abandon the widening on that side, thus preserving existing sightlines for vehicles emerging from drives.*

*We then considered reducing the proposed cycleway width to 2m, which would then require a reduction of the road width to 5.3m over some 200m through Hoveton St John. This in turn raised further concerns about larger vehicles passing each other coming closer to the road channel, presenting a potential hazard to cyclists/pedestrians. It is now proposed to leave the section through Hoveton St John unchanged and to erect “Cyclist dismount” signs to cover that 200m section.*

*2.* ***Speed limit.*** *It was requested that the 40mph speed limit through Hoveton St John to be reduced to 30mph (a request which pre-dates the scheme).  The present speed limit is appropriate for the road alignment/accident record, and the introduction of the cycleway and a localised reduction in road width does not in itself require a lower speed limit. As we are no longer proposing to change this section of road, there is no present justification to reduce the limit. The speed limit could be reviewed if development came forward that altered the road environment, or if there were compelling safety reasons to do so.*

*Speeding is a countywide community concern; Parish Council with ongoing concerns about speeding can submit a “Parish partnership” bid for SAM2 (mobile signs that flash up drivers’ speed to encourage compliance with the speed limit) to help address this. We expect letters inviting bids for 2017/18 to be sent out around June 2016.*

*3.* ***Alternative route via Bewilderwood.*** *Again related to the section above it was suggested that width concerns above could be addressed by a localised re-routing cyclists on the north side through Bewilderwood, which may also benefit that business.*

*We will also examine a) signing leisure cyclists the option to follow a cycling route via Palmers Lane/Long Lane/ /Letheringtons Lane; this alternative route follows existing quiet roads available and could be signed; however, at an extra 1km length it would be likely to attract only leisure users. We will also examine whether a shorter, localised re-routing cyclists on the north side through Bewilderwood is practicable within the funding and timescales available.*

*4.* ***Kerbs/no buffer zone****. Again, this relates to the section in item 1, and the lack of a verge/buffer zone between kerb and cyclepath. As we are no longer proposing to change this section, this issue no longer applies.*

*5.* ***Hedges.*** *Concerns were raised regarding cutting back of hedges to prevent encroachment and prevent environmental damage.  All the land (apart from private properties) is owned by the Blofeld estate and the hedges are maintained by them. The Farm Manager has agreed to trim back the hedge in February and late July to help maintain the optimum width for the new facility.*

1. **Agenda items**
   1. To consider future actions regarding boat waste. The Parish Council agreed that it would wish to take on the responsibility for the boat waste if there were no other option, but that it would need to know the cost of the replacement bins and would need to know what form any agreement would take. The Parish Council **AGREED** that the **Clerk** should contact NNDC confirming that, in principle, the Parish Council would be prepared to take on the cost of the replacement bins subject to receiving satisfactory details and on the understanding that NNDC would be responsible for removing the current structure and replacing the bins with something suitable. The letter would also express the Parish Council’s concerns. The **Clerk** would also contact the other affected Councils and ask what their intentions were regarding bins within their parishes. District Councillor Mcgoun added that she felt that the decision had been made and that no amount of complaints would affect the decision.
   2. To review footpaths in the village. The Chairman explained to Cllr Avellino which footpaths within the village were in a very poor state. **Cllr Avellino** would check on these footpaths and speak with NCC. **Cllr Avellino** would also work on receiving another quotation for the pathway for which Bernice Dunham had already received a quotation.
   3. To consider the Village Hall Car park resurfacing – possible HBS bid. **Cllr Avellino** would also receive some quotations for the Village Hall Car Park resurfacing
   4. To consider a rota for the watering of the planters. The Parish Council **AGREED** that Cllr Moore should arrange a spring refresh and compost, up to a maximum value of £300. **Cllr Moore** would also contact Councillors with a view to putting a date together for a working party. Councillors asked if it might be possible to have a tap on St Benet’s Hall. **District Cllr Mcgoun** agreed that she would ask the PCC if this might be possible.
   5. To consider a request to sponsor a tree on the Jubilee Walk, and to agree a sponsorship cost. Cllr Darby asked that a lady within the village could sponsor a tree on the Jubilee Walk. This was **AGREED** for the sum of £30. **Cllr Darby** would contact the lady and arrange this
   6. To consider the North Norfolk Local Plan Call for Sites. The Clerk explained that NNDC has started the process of preparing a new Local Plan. The Local Plan will introduce new planning policies which will be applied in the determination of planning applications and will also include new development sites to address the development needs of the District for the period 2016 – 2036. NNDC had written to all Councils asking if they could put forward a site or sites to be considered for future development. The Council, after discussion, **AGREED** that there were no sites which it knew of, in addition to those which had been previously identified in the previous Local Plan. Councillors noted that the infrastructure within the village was not good enough in Horning to allow large future developments. The **Clerk** would inform NNDC
   7. To consider obtaining the General Power of Competence. The Clerk explained that the GPC was introduced by the Localism Act and, in simple terms, gives Councils the power to do anything an individual can do provided it is not prohibited by other legislation. It applies to all principal councils. The Clerk noted that the requirements for obtaining the GPC are a) for 2/3rds or more of the Parish Council to be elected, and b) for the Clerk to be qualified. After discussion, the Parish Council **AGREED** that it should obtain the GPC for the 12 months from 1st February 2016
2. **To plan items for the next agenda**
   1. HBS bids
3. **To list items for the Horning Reach Parish News:**
   1. Private hedge cutting prior to 1st March
4. **At the Chairman’s discretion**
5. **To confirm venue and dates of the next council and committee meetings.** 
   1. Monday 7th March in St Benet’s Hall, Horning
6. **Closure of meeting at 9.05pm**