**HORNING PARISH COUNCIL**

**HHHHMinutes of the Parish Council Meeting**

**held on Monday 3rd October 2016**

**Present:**

 **Cllr I Davis**

 **Cllr P Avellino**

**Cllr A Darby**

**Cllr A Seddon**

**Cllr A Gilden**

**Cllr C Smith**

**Cllr P Kibler**

**Clerk / RFO: Jo Beardshaw**

**Number of Parishioners: 8**

1. **Apologies.** Apologies were received and accepted from Cllrs Iddon, Martin, Foreman and K Smith
2. **Declarations of Interest.** None
3. **Minutes of the previous meeting.** The minutes of the meeting held on Monday 5th September 2016 were confirmed as a true and correct record, and were signed
4. **Actions from previous minutes:**
	1. Quality council status: Councillors to be aware that as they are all responsible for financial management they should undertake training on the subject. Noted
	2. Cllr Avellino / the Asset Management Committee would look at the trees on the recreation ground and attempt to ascertain which trees were owned by the Parish Council. Cllr Kibler noted that there were three potential issues with trees: branch drop, disease and low branches. The **Clerk** was asked to arrange for Target Trees to conduct a survey of trees on the recreation ground and on the Village Green
5. **Correspondence**
	1. PCSO report. The Police had received 6 calls from the area since the last meeting including abandoned calls, road related calls, suspicious circumstances, concern for safety and rowdy or nuisance behaviour. There was also a call to assist an ambulance. There had been no crimes in the month
	2. Barclays bank. Apology letter. Barclays Bank had inadvertently given an ex-Parish Councillor access to online banking for the Parish Council. After various heated exchanges, and five days, the access had been removed. Barclays had written to apologise for their extremely poor bank mandate change set up
	3. Request for a bench on the Village Green. The Parish Council agreed that sadly there was not space for any additional benches on the Village Green. The **Clerk** would contact the applicant
	4. Jeanette Bielby. Bench on the Village Green. Correspondence. The Clerk had emailed costings to Jeanette, which Cllr Avellino had supplied.
	5. Ginny Matthews at Sense. Thank you letter. Noted
	6. Hoveton Great Broad Restoration Project. Letter regarding planning application. The **Clerk** would forward this information on to Councillors by email
	7. CPRE. Opposition to local housing targets. Request to pledge support. The **Clerk** would forward this information on to Councillors by email
	8. Resident. Request for parking permits in Horning for residents. The Clerk read the letter to Councillors. It was agreed that the **Clerk** would contact the resident to inform him that Councillors did not feel that this was a practical idea for a village the size of Horning
6. **Finances:**
	1. To receive confirmation of finances. The Chairman confirmed that he had seen the monthly bank reconciliation and he had approved the bank reconciliation for the month
	2. The following receipts were noted:
		1. Broads Authority. Rebate of £95 from planning application
	3. The following payments were authorised:
		1. S/O. CGM Landscaping. £81.80
		2. DD. Clerk Pension. £70.17 inc £50.12 PC contribution
		3. S/O. URM glass. £27 inc £4.50 VAT
		4. Chq no 2226. Carol Gilden. August work. £158
		5. Chq no 2227. Clerk salary and expenses. £501.02
		6. Chq no 2228. Ralph Morris. August litter picking. £130
		7. Chq no 2229. HMRC. Post Office Ltd. Tax. £63.20
		8. Chq no 2230. VOID
		9. Chq no 2231. Savils (UK) Ltd Client Receipts Account. Allotment rent. £250
		10. Chq no 2232. Norfolk Parish Training and Support. A Seddon course. £45
		11. Chq no 2233. St Benet’s PCC. S137 donation. £500
		12. Chq no 2234. The Royal British Legion Poppy Appeal 2016. Poppy Wreath for Remembrance service. £50
		13. Chq no 2235. Peter Iddon. Concrete for flagpole. £82.22 inc £13.71 VAT
		14. Chq no 2236. Keith Buck. Playground work. £285
		15. Chq no 2237. Void
		16. Chq no 2238. AJ Turpin. Bulbs and flowers for planters and work to fix broken planters. £110.98
7. **Planning:**
	1. **Planning applications received**
		1. BA/2016/0323/FUL. Bureside, Water Works Lane. Replacement dwelling and associated works. The Council Supported this decision, noting Cllr Kibler’s comments that the plans indicated that the property would be an iconic, interesting building with stunning architecture.
		2. BA/20160330/CU. Helska Leisure Centre, Ferry Marina. Change of use to Office / Reception. The Parish Council noted that this application had been received after the agenda had been set. Therefore the **Clerk** would request a time extension. The Parish Council also suggested that the agent could be invited to the November meeting to describe the plans more fully
	2. **Planning decisions received and noted:**
		1. BA/2016/0287/HOUSEH. Ropes Hill House, 4 Lower Street. Rear extension and lift enclosure. Approved
		2. BA/2016/0258/HOUSEH. Dove Cottage, Ropes Hill. Widen boat dock. Approved

1. **Asset Management.**
	1. HBS bids – coin box. Cllr Avellino explained that this would be stainless steel and on a pillar similar to the existing coin box. It would be placed next to the pump. It was **AGREED**  that **Cllr Avellino**  would put the HBS bid in for this application
	2. Footpath at playing field – Cllr Avellino confirmed that this bid would be submitted to the Parish Partnership over the next few days
	3. Quayheading at Ludham Bridge. Cllr C Smith confirmed that this had not been started due to the contractors working elsewhere. Cllr Kibler noted that he felt that the quayheading would not suffer if the work was not undertaken until the spring
	4. Update of asset register. Cllrs Foreman and Avellino were working on this together
	5. Update of which trees in the village are owned by the Parish Council, prior to commissioning a tree report. It was **AGREED** that the Clerk would commission a report from Target Trees and that meanwhile the AM Committee would look at ownership of trees on the recreation ground
	6. Chain Fence at Village Hall. It was **AGREED** that this fence should be ‘all or nothing’ ie all the way from the top of the recreation ground to the annex to encourage people from parking on the recreation ground. It was **AGREED** that the **Clerk** would order 2 x A3 signs from Century Printing saying ‘NO MOTOR VEHICLES BEYOND THIS POINT’.
	7. Tree cages Jubilee Walk. Cllr Darby had kindly fixed the tree cages
2. **Parish Councillor reports.** To receive any Parish Councillor reports
	1. Cllr Davis. SAM2 sign. The Chairman advised that he would be moving the SAM2 over the weekend and that he would post the data in the dropbox over the weekend. The SAM2 would be moved to the Falgate area
3. **Parishioners’ Matters:** The meeting was adjourned at 8pm pm for public participation
	1. **District / County Councillor report**: District Councillor Barbara Mcgoun had sent her apologies, as had County Councillor Allison Bradnock
	2. Betty Woodcock noted that the Village Hall bin had been moved several times during the month and that they had discovered that the bin had been moved by children who used it to climb on the roof of the annexe. A new bin had been acquired on Friday. She also confirmed that the Village Hall would be running cinema nights from 17th October

Mrs Turpin noted that the work on the steps for FP1 and FP2 had been finished and that all those using the path were delighted with the improvement. She thanked the Parish Council for their involvement through the Parish Partnership Scheme

Mrs Turpin also noted that the 3RW AGM would be taking place on the 19th October at 7.30pm in the Church Rooms and that Paul Donnachie would be attending with a colleague

It was noted that the sign near the end of the Jubilee Walk was worn and old. **Cllr Avellino** would acquire a new sign

It was noted that the St Benet’s AGM would be held on 27th October at 7.30pm and that all were welcome

Lynn Crawshaw explained that she felt that the Falgate area was extremely dangerous because of the additional footfall of walkers, together with children at the bus stop opposite the houses in Falgate. She noted that 8 people had been caught by the police in the space of one hour speeding. The Chairman explained that the SAM2 would be put in place over the weekend at Falgate and when the Parish Council had statistics it would be able to lobby NCC with tangible statistics

**The Clerk** would contact NCC Highways and inform them that the 40 mph sign at Falgate is obscured

**The meeting was reconvened at 8.15 pm**

1. **Agenda items**
	1. To confirm meeting dates for 2017. **AGREED**
	2. To consider working with Hoveton PC to share allotments. The Clerk noted that things had progressed further since the agenda had been set and that the majority of the allotments would now be gardened and are tenanted and that she had contacted Hoveton to inform them that there would be no possibility of sharing allotments in the foreseeable future
	3. To confirm the Chairman as an additional signatory on the bank mandate. Current signatories are Cllrs Avellino, Martin and Davis. **CONFIRMEd**
	4. To consider a plan for the recording of PROW within the village. It was agreed that when each query comes up the Clerk would deal with it through NCC
	5. To review Standing Orders. **CONFIRMED**
	6. To confirm the Press and Media Policy. **CONFIRMED**
	7. To agree a policy review schedule for the next three years. **CONFIRMED**
	8. To note the receipt of the Annual Return from Mazars. Noted
	9. To consider a response to the government LAIS: precept recommendation (to hold referendums for some Parish Councils). The Parish Council did not wish to send a response to the consultation
2. **To plan items for the next agenda**
	1. To consider a long term plan for the planters
	2. To consider a flag policy
3. **To list items for the Horning Reach Parish News:**
	1. Thanks to the Turpins and Jessica Mckenna for their work on planters
	2. Thanks to Cllr Darby for his work on tree cages
	3. Thanks to those involved with the flagpole
	4. Defib locations around the village
4. **HAt the Chairman’s discretion**
5. **Closure of meeting at 8.37pm and details of the next meetings:** Monday 7th November at 7pm in St Benet’s Hall