**NOTICE OF A 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 7th November 2016 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 3rd October 2016

1. **Actions from previous minutes**

To report any actions and updates from previous minutes:

* Tree inspection
1. **Correspondence**
	1. PCSO report
	2. NNDC. Precept request letter
	3. NNDC. Transparency code information. Particularly a note that paper applications of planning applications will stop in April 2017
	4. BA. BA/2016/0227/CLEUD. Two Gates, Norwich Road, Falgate. The LDC cannot be issued
	5. BA. BA/2016/0241/FUL. Ferry Inn, Ferry Road. Retention of refrigerated trailer, Portacabin and Static Caravan. Application withdrawn
	6. Savils. The Church Commissioners – Norwich Estate. Horning allotment rent review
	7. Better Broadband for Norfolk. Update
	8. NNDC. BT payphone removal consultation. Ferry Road phone box
	9. Dick Turpin. Email regarding tree pruning and planters
2. **Finance**
	1. To receive confirmation of finances
	2. To note receipts
		1. NNDC. Precept and Grant.
		2. NCC. Recycling credits March to September. £325.55
	3. To agree and authorise payments
		1. S/O. CGM Landscaping. £81.80 inc £13.63 VAT
		2. DD. Clerk Pension. £70.17 inc £50.12 PC contribution (Payment to be taken 22.11.16)
		3. S/O. URM glass. £19.80 inc £3.30 VAT. (Payment to be taken 29.11.16)
		4. Chq no 2239. Clerk salary and expenses. £503.77
		5. Chq no 2240. Ralph Morris. October litter picking. £130
		6. Chq no 2241. HMRC. Post Office Ltd. Tax. £63.20
		7. Chq no 2242. Keith Buck. Invoice 2292. Playground work. £250
		8. Chq no 2243. Carol Gilden. Gardening September. Cutting green and sign. £132
		9. Chq no 2244. National association of local councils. Foundation award registration fee. £60 inc £10 VAT. This cheque replaces chq no 2184 (£50) because the NALC invoice had been incorrect initially
		10. Chq no 2245. Mazars. External audit. £240 inc £40 VAT
		11. Chq no 2246. Century Printing. Signs for Recreation Ground. £69.60 inc £11.60 VAT
3. **Planning.** To receive planning applications and make decisions according to recommendations
	1. Planning applications received:
		1. BA/2016/0381. South Quays. Extension
		2. BA/2016/0330/CU. Helska Leisure Centre, Ferry Marina. Change of use to office/reception
	2. Planning decisions received:
		1. BA/2016/0310. Journeys End, Ferry View Estate. Replacement of river frontage quay heading. Permitted
		2. BA/20160384. Thatch Croft, Woodlands Way, horning Reach. Replacement of quayheading. Permitted
		3. NNDC. PF/16/1207. 29 Mill Hill. Two storey extension to side of dwelling. Permitted
4. **Asset Management.** To receive the report from the Asset Management Committee, including:
	1. Footpath at playing field – bid submitted to Parish Partnership fund
	2. Quayheading at Ludham Bridge
	3. Update of asset register
	4. Chain Fence at Village Hall
	5. Tree cages Jubilee Walk
5. **Parish Councillor reports.** To receive any Parish Councillor reports and updates, including:
	1. Cllr Davis. SAM2 sign
	2. Cllr Iddon. Boat waste update
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. To consider reviewing or continuing the grass cutting contract and for what duration
	2. To consider reviewing or continuing the litter pick contract and for what duration
	3. To consider a long term plan for the planters on the Village Green
	4. To agree a plan for the preparation of Remembrance Sunday
	5. To agree a policy for benches within the village
	6. Hoveton Great Broad Restoration Project. Letter regarding planning application. To consider a response
	7. To agree a flag flying policy
	8. To consider either purchasing a coin box from budget or putting in an HBS bid for a future year
2. **To receive items for the next agenda**
	1. Precept
3. **To list items for the Horning Reach Parish News**
4. **To confirm receipt of the playground check log and to confirm the checking person for the following month:**
5. **To identify other items at the Chairman’s discretion**
6. **To confirm venue and dates of the next council and committee meetings**
	1. **Monday 6th December 2016**
7. **Closure of meeting**