**HORNING PARISH COUNCIL**

**HHHHMinutes of the Parish Council Meeting**

**held on Monday 5th January 2017**

**Present:**

 **Cllr P Iddon**

 **Cllr R Martin**

**Cllr A Darby**

**Cllr K Smith**

**Cllr P Kibler**

**Cllr D Foreman**

**Clerk / RFO: Jo Beardshaw**

**Number of Parishioners: 2**

1. **Apologies.** Apologies were received and accepted from Cllr Davis, Cllr Avellino, Cllr C Smith, Cllr Seddon and Cllr Gilden
2. **Declarations of Interest.** None
3. **Minutes of the previous meeting.** The minutes of the meeting held on Monday 5th December 2016 were confirmed as a true and correct record, and were signed.
4. **Actions from previous minutes:**
	1. Tree inspection. There was no tree update as Cllr Avellino was not present at the meeting
	2. Tennis court. Cllr Darby had spoken with one neighbour of the tennis court who had been happy for the Parish Council to proceed. The **Chairman** would speak with another neighbour. The Chairman confirmed that the idea of the tennis court was very much in its infancy and that although it might well come to nothing, it was an exciting idea worth pursuing. He confirmed that the Parish Council visualised that a group could be set up to manage tennis in a similar way to the Bowls Club. Once the **Chairman**  had spoken with the remaining neighbour the **Clerk** would contact the owner of the court. In addition, **Cllr K Smith** would speak with the PTA at the school to gauge their interest
	3. **Cllr Darby** and others agreed to arrange a working party to paint the bollards on The Swan car park
5. **Correspondence**
	1. PCSO report. The Clerk had not received the report at the time of the meeting
	2. M&B. Confirmation of agreement to contribute £130 towards litter picking for the 2017 calendar year. Noted
	3. NNDC. Payphone decision consultation. The Clerk confirmed that NNDC had agreed to object to the proposal to remove the payphone near The Ferry on the basis that the mobile phone reception in the area was poor
	4. NNDC. Textile collection service. £100 for each tonne of textiles collected in a bank. The Parish Council **AGREED** to allow a textile bank to be placed at the car park as there was no cost to the Parish Council
	5. BA. BA/2016/0445/CLEUD. Eagles Nest, Ferry Road. Lawful Certificate is being sought for Exterior Cladding. See 7iii below
	6. Villager. Complaint regarding three unattached trailers parked. The **Chairman** noted that he knew who the owner of the trailers is and said that rather than contacting NNDC or the PCSO he would prefer to contact the owner himself
6. **Finances:**
	1. To receive confirmation of finances. Cllr Martin 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. Jubilee Walk tree adoption. £35
		2. Coin donation box. £105.65
		3. Bowls rent. £5
	3. The following payments were authorised:
		1. S/O. CGM Landscaping. £81.80 inc £13.63 VAT
		2. DD. Clerk Pension. £107.28 inc £59.60 PC contribution (Payment to be taken 22.01.17)
		3. DD. Ralph Morris. £130. January litter picking (DD 1.02.17).
		4. S/O. URM glass. £30.60 inc £5.10 VAT. (Payment to be taken 29.01.17)
		5. Chq 2252. Clerk salary and expenses. £539.20
		6. Chq 2253. Post Office Ltd. HMRC. £82.20
		7. Chq 2254. Playground work. Invoice not received yet but work undertaken. £250
7. **Planning:**
	1. **Planning applications received**
		1. PF/16/1562. The Wherry, 2 James Road. Single storey extension associated with conversion of garage to annexe accommodation, new vehicle access from James Road and formation of two parking spaces. **Supported**
		2. BA/2016/0450/HOUSEH. Anchor Lodge, 38 Lower Street. Balcony extension. **Supported**
		3. BA/2016/0451/COND. Eagles Nest, Ferry Road. Removal of condition 3, materials and colours of permission BA/2010/0012/FUL. After discussion, the Parish Council **AGREED** to send the following response to both this application, and the correspondence item 5e above:

*‘Re: BA/2016/0451/COND - Horning Parish Council response – SUPPORT.*

*We have studied the original planning consent and viewed the actual building. While it is clearly not satisfactory that the materials used do not comply with the original consent, and the materials list provided by the applicant did not make clear that they were not timber, the final build looks reasonable and the materials used have been used elsewhere in Horning for waterside house construction. We consider that the disruption caused by removal and replacement of the unapproved materials will be disproportionately inconvenient to the surrounding neighbors.*

*We therefore feel that the application should be granted.*

* + 1. PF/16/1692. 6 Abbot Road. Single storey extension to rear of dwelling and rear of garage. **Supported**
		2. BA/2016/0400/FUL. Land At, Grebe Island, Lower Street. Replace Boat Hire Offices and workshop. **The Parish Council asked the Clerk to arrange a time extension on this application as it had been received since the publication of the agenda**
	1. **Planning decisions received and noted:**
		1. BA/2016/0384/HOUSEH. Thatch Croft, Woodlands Way. Replacement quayheading. Permitted.
		2. BA/2016/0381/HOUSEH. South Quays, Horning Reach. Extension. Permitted
1. **Asset Management.**
	1. Quayheading at Ludham Bridge. No further update was available
	2. Update of asset register. Cllr Avellino was not present, but the Chairman noted that the asset register was complete. He asked if Councillors knew of a streetlight which was ‘in storage’ (as per the asset register). It was agreed that this item would be removed from the asset register if no information could be found out about it
	3. Playground swing. Keith Buck had worked with Councillor Avellino and the swing had been mended just prior to Christmas
2. **Parish Councillor reports.** To receive any Parish Councillor reports
	1. Cllr Davis. SAM2 sign. Cllr Davis had not been able to attend the meeting but the Chairman noted that the SAM2 was at Swan Corner
3. **Parishioners’ Matters: The meeting was adjourned at 7.44 pm pm for public participation**
	1. **District / County Councillor report**: District Councillor Barbara Mcgoun highlighted the Broads Plan update, which is being advertised.
	2. **Cllr Kibler** and **The Clerk** would arrange for a response to be sent to the Broads Authority stating that Horning Parish Council did not feel that only timber could / should be used in developments. In particular, the Council agreed that there were more sustainable relevant materials
	3. Betty Woodcock noted that she felt that the Village Fayre could perhaps have donated some of the proceeds to the Village Hall
	4. Betty Woodcock thanked Cllr Kibler for clearing out the gullies at the Dinghy Dyke

**The meeting was reconvened at 7.53 pm**

1. **Agenda items**
	1. To confirm details of CPR training on Tuesday 10th January including tea / coffee arrangements etc. These were confirmed, with around 30 attendees
	2. To consider a transparency bid for a Parish Council laptop to mitigate risk as the PC does not have any computer equipment. It was **AGREED** that the **Clerk** would submit a bid for £312.50 for a Parish Council laptop, to mitigate risk to transparency, as the Parish Council does not currently own any computer equipment
2. **To plan items for the next agenda**
	1. To consider writing to the Sailing Club to encourage them to write to the PC when they wish to use the Recreation Ground (in order to limit indemnity)
	2. To consider holding another Village Fayre to coincide with the Tour de Broads
3. **To list items for the Horning Reach Parish News:**

There would be no Horning Reach during the following month

1. **HTo nominate a Councillor to undertake the playground checks:**
	1. Cllr Foreman would undertake the checks during the month of December
2. **To identify other items at the Chairman’s discretion:**
	1. To Confirm that the Chairman and Chairman of the Finance Committee had conducted the Clerk’s appraisal after the November meeting. Noted
	2. The Chairman noted that he had been contacted by the EDP regarding The Ferry Inn and had not commented
	3. Cllr Martin noted that there is a car parked on the Upper Street Triangle of grass. **The Clerk** would send him the template for letters to be put on windscreens, so that **Cllr Martin** could use them if and when people park on the Upper Street Triangle for long periods of time
	4. It was noted that there is a campervan permanently parked on the Village Hall Car Park. Cllrs would monitor this
3. **Closure of meeting at 8.22pm and details of the next meetings:** Wednesday 6th February 2017 in St Benet’s Hall at 7pm