**HORNING PARISH COUNCIL**

**HHHHMinutes of the Parish Council Meeting**

**held on Monday 3rd April 2017**

**Present:**

 **Cllr P Iddon**

**Cllr A Darby**

**Cllr P Kibler**

**Cllr Avellino**

**Cllr C Smith**

**Cllr A Seddon**

**Cllr A Gilden**

**Cllr G Martin**

**Cllr K Smith**

**Clerk / RFO: Jo Beardshaw**

**Number of Parishioners: 5**

1. **Apologies.** Cllrs Davis had sent his apologies, which were accepted
2. **Declarations of Interest.** No declarations of interest were made
3. **Minutes of the previous meeting.** The minutes of the meeting held on Monday 7th March 2017 were confirmed as a true and correct record, and were signed. Andrew Darby noted that there were not 7 trees which required work, but 6, as there is no number 1 on the tree report. Cllrs agreed this and the minutes were amended accordingly
4. **Actions from previous minutes:**
	1. Tree inspection. The Council had given Cllr Darby delegated authority to arrange for one tree to be removed, as it had been marked as high priority on the report. The Council had given a maximum budget of £500 for this. Cllr Darby had only needed to spend around £100 of this on the removal of the one tree. The Council then **AGREED** for Cllr Darby to arrange for work to be done to three other trees (which were ‘medium’ urgency) within (or in the region of) this original budget. **Cllr Avellino** would work with **Cllr Darby** to obtain one other quotation if possible. The Council **AGREED** that Cllr Darby could act as he saw fit within budget regarding the trees
5. **Correspondence**
	1. Norfolk County Council. Note of successful application for a Parish Partnership scheme. The Clerk noted that the agreement had been received to work on the path beside the recreation ground. It was noted that Keith Buck had already undertaken the work. **The Clerk** would agree to the Parish Partnership grant and would scan a copy of Keith Buck’s invoice to NCC for 50% payment
	2. BA. Boat Waste compound. Agreement to two conditions in return for funding the Boat Waste Compound. The Chairman noted that the BA had asked for two things in relation to the Boat Waste compound, namely that i) a sufficiently long lease agreement be received from NNDC, and ii) that a plaque noting that the building works associated with the creation of the compound was ‘Funded’ by the Broads National Park. Noted
	3. Parishioner. Request to sponsor a tree on the Jubilee Walk. The Clerk had spoken with a parishioner who wished to sponsor a tree. This was **AGREED** by the Parish Council. **The Clerk** would contact the parishioner and would request a cheque for £30. Cllrs Avellino and Darby noted that there was now a list of sponsors, which the Clerk would then add to as necessary.
	4. Mazars. Receipt of external audit paperwork and confirmation of intention to use Neal Sharpe as the internal auditor again. The Council **AGREED** that it would be pleased to use Neal Sharpe as the internal auditor again, at a cost of £90
	5. BA/2017/0088/TPOA. The Haven, Ropes Hill Dyke. Weeping Willow – raise lower canopy to 3m round clearance and reduce the higher canopy by 2.5m. Noted
	6. NALC. Parish Precepts. The Clerk explained that NALC had written to explain that for the financial year 2017/2018 there would be no referendums on precept, but that it was a narrowly won battle. Central Government had requested, though, that Parish Councils focus on transparency and openness when considering precept, and ensure that all payments are published. The Clerk noted that this was very much already the case, but that she intended to bring up the subject again at Precept setting time
	7. Parishioner. Letter regarding dinghy bay. A parishioner had written to the Council suggesting that the Council might wish to consider renting the car parking spaces to the businesses on the Staithe. She had also suggested that when Lower Street is closed for the Fibre-optic work in April the road could be re-surfaced from Lower Street to the Dinghy Bay. The Chairman explained that he had some experience of road works and that it was very unlikely that a contractor would carry out additional road surfacing works without receiving payment and this is not something the parish council were in a position to fund, also having only recently recovered from issues over the Staithe, the Parish Council was unlikely to consider further radical changes for the time being. Mrs Woodcock was present at the meeting and was pleased to have had the opportunity to discuss her thoughts
	8. NNDC Election team. Co-option paperwork. The Chairman noted that there would be no election, as no election had been requested by parishioners. He asked Councillors to speak to parishioners and try to find a possible candidate for co-option
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. Slipway income. £240
		2. HMRC. VAT income. £2278.61 (23.3.17)
	3. The following payments were authorised:
		1. S/O. CGM Landscaping. £81.80 inc £13.63 VAT
		2. DD. Clerk Pension. £93.75 £41.67 paid by Clerk
		3. DD. Ralph Morris. £130. March litter picking
		4. S/O. URM glass. £18 inc £3 VAT
		5. Chq 2266. Clerk salary and expenses. £497.39
		6. Chq 2267. To replace cancelled cheque number 102261. Wordpress training. NALC. £78 inc £13 VAT
		7. Chq 2268. Chris Thompson. Neighbourhood watch. 50% match funding. £25
		8. Chq 2269. Post Office Ltd. HMRC. £67
		9. Chq 2270. Savills. Allotment land. £250
		10. Chq 2271. Suffolk ALC. Quality Council status work. £60 inc £10 VAT
		11. Chq 2272. SLCC. Subscription 2017. £39.33
7. **Planning:**
	1. **Planning applications received**
		1. BA/2017/0075/FUL. JB Boat Sales, 106 Lower Street. Proposed revised floor area and eaves details. Replacement modular building to accommodate an office, shop and stock room. Cllr Kibler explained that the Planning Committee were keen to support businesses within the village, and that he had researched the plans as they had been initially ambiguous. He noted that the existing building would be improved. The Council **Supported** this application
		2. BA/2017/0083/HOUSEH. 1 Racing Reach, South Quays Lane. Replacement quayheading. **Supported**
		3. NNDC. PF/17/0501. 12 Mill Hill. Two storey extension to side of dwelling. **Supported**
	2. **Planning decisions received and noted:**
		1. NNDC. PF/17/0089. 13 Broadwater Way. Single storey rear extension. Permitted.
		2. BA/2017/0010/HOUSEH. Deerfoot, 76 Lower Street. Garage and extension. Permitted
		3. PF/17/0122. Rose Cottage, 69 Lower Street. Two storey side extension including balcony to front and upper level single storey rear extension. Refused
8. **Asset Management.**
	1. Quayheading at Ludham Bridge. Cllr C Smith noted that as Easter was coming up and the contractors did not look likely to start the work soon, he would contact other contractors after Easter
	2. Playground Fence. Cllr Avellino was awaiting further quotations
9. **Parish Councillor reports.** To receive Parish Councillor reports
	1. Cllr Iddon. Boat Waste. Cllr Iddon noted that the lease had been received from NNDC. He outlined the detail of the lease and the Parish Council AGREED to it. In addition, he confirmed that John Packman at the BA had responded to his request for financial assistance for the boat waste compound, and had agreed to pay the Keith Buck invoice of £940. Councillors congratulated the working party of Cllrs Kibler, Davis and Iddon for their work on the boat waste issue. The Clerk would forward the invoice from Keith Buck to John Packman and would write an invoice from the Parish Council. The Chairman also confirmed to the public that there was no planning permission required for the Boat Waste Compound
	2. Cllr Iddon / Clerk. Tennis Court. (Neighbours - recent email, Thursday 6th 3pm working party). A working party would be undertaking some general clearance work on Thursday 6th April and would then be in a better position to consider future actions. Cllr C Smith noted that he felt that the Parish Council should not put any money towards a niche sport such as tennis.
	3. Cllr Iddon. Ferry Road Flood forum. The Chairman explained that he had attended the Ferry Road Flood forum but that he and all those present had been extremely disappointed that NCC had not been represented at the meeting. He noted that Anglian Water and NNDC had attended but that NCC, who are the lead authority on floods in the county had not attended. NCC had sent a statement to Angie Fitch-Tillett (NNDC District Councillor and Member for the Environment). This statement had been incorrect and irrelevant and was neither dated nor signed. The Chairman did note, however, that Anglian Water had found the meeting useful as they had needed someone who understands the drains on Ferry Road and as the road is 50:50 Anglian Water: private property, they do take some responsibility for it. The Chairman noted that in Horning there are no surface water drains and all the flooding eventually goes into soakaways. He noted that all those present agreed that something should be done to alleviate the flooding problems on Ferry Road and that unfortunately a lot of money needed to be spent on it. NNDC had informed the meeting that another pump could be located and that there was funding available to solve the flooding problems. The Chairman informed the Council that Anglian Water had agreed that if the businesses / NNDC were prepared to put the pump in, they would maintain it. He noted that a Flood Forum working party had been set up – Paul Rice, District Cllr Barbara Mcgoun and The Chairman. This group would co-ordinate information to work with Anglian Water to identify the location of the existing drains and to work with the businesses to reach a suitable conclusion. Councillors noted that it was ironic and interesting that County Councils have a statutory obligation to maintain any road to a Ferry and, whilst they already accept responsibility for maintaining the road on the directly opposite bank of the River Bure, they do not accept responsibility for maintaining the road on the Horning side of the river. The Chairman would follow up on this point
10. **Parishioners’ Matters: The meeting was adjourned at 7.55 pm for public participation**
	1. **District / County Councillor report**: District Councillor Barbara Mcgoun and County Councillor Allison Bradnock had both attended the meeting. Cllr Bradnock noted that this would be her last Horning Parish Council meeting as she was stepping down at the end of the term. The Chairman thanked her for her work on County Council matters
	2. A member of the public asked for an assurance that the Parish Council would ensure that the boat waste bins were emptied at a similar regularity to that which the village had enjoyed in the past. He also asked that there should be no bottle bank in that location and that no additional bins should be added. The Chairman noted that he would respond under the agenda items
	3. Ralph Morris asked that the yellow line on the concrete outside the toilets should be reinstated. **District Cllr Mcgoun** said that she would look into this
	4. Various concerns were voiced regarding the impending road closure. The Chairman confirmed that if Cllrs had any concerns or issues during the closure they should contact the clerk. **The Clerk** would also ask for further details of the signage and to ask for reassurance that when the job is finished the signs will be removed immediately

**The meeting was reconvened at 8.16 pm**

1. **Agenda items**
	1. To consider work to the Village Hall car park as per quotations. This item would need to be postponed to the May meeting as quotations had not been received
	2. To confirm that the Parish Council will not hold an August meeting (in previous years it has not held a July meeting). **AGREED**
	3. To confirm an agreement with the Broads Authority as per an email from John Packman regarding the Boat Waste Compound. The Chairman referred back to item 5b above and confirmed that the funding for the boat waste compound would be paid for by the Broads Authority but that the PC would need to finance a plaque, and would need to pay for some signage. In response to a query by a parishioner during the public part of the meeting, the Chairman explained that there was a possibility that a third bin might be put within the compound in the summer if the waste was not being managed to NNDC / Kier and the Parish Council’s satisfaction with two bins.

Cllr K Smith left the meeting at 8.30pm

1. **To list items for the Horning Reach Parish News:**
	1. Co-option of a Parish Councillor
	2. Speedwatch co-ordinator
2. **HTo nominate a Councillor to undertake the playground checks:**
	1. Cllr Kibler would undertake the checks for the month of April. The Chairman had undertaken the checks in March
3. **To identify other items at the Chairman’s discretion:** None
4. **To identify the next venue for the SAM2 sign:** Cllrs agreed that the SAM2 sign should be moved to the Falgate for the following month
5. **Closure of meeting at 8.56pm and details of the next meetings:**

**WEDNESDAY 3RD MAY 2017 at 7pm in St Benet’s Hall**

**TUESDAY 9TH MAY 2017 at 7pm in the Village Hall Annexe**