ISSUE DATE: 26th September 2017

**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 2nd October 2017 at 7.00pm** for the purpose of transacting the following business:  
Jo Beardshaw Parish Clerk / RFO

**Press and Public are welcome**

**AGENDA**

1. **Apologies for absence**
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 4th September 2017

1. **Actions from previous minutes**

To report any actions and updates from previous minutes

1. **Correspondence**
   1. Email from parishioner regarding working parties for small jobs around the village
   2. BA/2017/0295/NONMAT. Anchor Lodge, 38 Lower Street. Replacement of proposed glass panels with vertical metal railings and metal handrails, non-material amendment to previous permission BA/2016/0450/HOUSEH.
   3. Clerk signed and sent off Church Commissioners’ memorandum for the Allotments
   4. BA. Article 4 Directions removing permitted development rights in the area of Crabbetts Marsh. Removal of permitted development for caravans, camping and temporary uses at Crabbett’s Marsh.
   5. BA. As above. Removal of permitted development for erection of boundary treatments at Crabbett’s Marsh.
   6. Cllr Kibler. Resignation due to relocation
   7. Responses from Aylsham and Coltishall Parish Councils regarding MUGA
   8. Seafarers UK. Thank you letter for donation
2. **Finance**
   1. To receive confirmation of finances
   2. To note receipts
   3. To agree and authorise payments
      1. S/O. CGM Landscaping. £81.82 inc £13.64 VAT
      2. DD. Clerk Pension. £100.44 (partly paid by Clerk)
      3. DD. Ralph Morris. £130. Litter picking October
      4. S/O. URM glass. 30/9/17. £36 inc £6 VAT
      5. Chq. 2298 Clerk salary and expenses October. £539.27
      6. Chq. 2299. HMRC. Tax. October. £47
      7. Chq.2300. Andrew Darby. Jewsons. Paint for work on Village Sign. £25.37
      8. Chq 2301. Royal British Legion. Donation for Remembrance Day. £50
      9. Chq 2302. A and W Cushion Ltd. Wood for quayheading. £852.55
      10. Chq 2303. Wade and Smith dredging Ltd. Quayheading work. £3147.45
      11. Chq 2304. Savills. Allotment rent. £250
3. **Planning.** To receive planning applications and make decisions according to recommendations
   1. Planning applications received:
      1. PF/17/0294/FUL. South Quays, Horning Reach. Two bay cart sheds and store. Supported 22/9/17
      2. PF/17/1388. 24 Parkland Crescent. Single Storey Front Extension. Supported. 21.9.17
      3. BA/2017/0340/HOUSEH. 12 Bureside Estate, Crabbetts Marsh. Boathouse, quayheading and boardwalk.
   2. Planning decisions received:
      1. BA/2017/0171/FUL. Grebe Island, Lower Street. Replacement Commercial Boat Hire Offices and Boat Workshop. Approved
4. **Asset Management.** To receive the report from the Asset Management Committee
5. **Parish Councillor reports.** To receive any Parish Councillor reports and updates, including:
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
* **To hold a general public discussion about future investment in the village and ideas for a 1-year and a 5-year plan**
* Members of the public to speak
* Reconvene meeting

1. **Agenda items. To discuss agenda items**
   1. To consider purchasing ‘no fouling’ signs for Lower Street
   2. To consider removing the Jubilee Walk tree cages and to put the plaques on a custom built board at the start of the Jubilee Walk
   3. To receive a presentation from Graham Connolly of NNDC regarding Community Housing in Horning
   4. To determine action regarding the War Memorial and wreath prior to Remembrance Day
   5. Confirmation of 2018 meeting dates
   6. Request to hold late night shopping on Thursday 30th November
   7. Request by Tavern Tasty to hold a stall on the Village Green
   8. Confirmation of receipt of External audit from Mazars, and to note any comments from the auditor.
   9. To identify a Councillor for Chairman of the Planning Committee and Vice Chairman
   10. To agree on works to the Oak Tree on the Village Green (£575)
2. **To list items for the Horning Reach Parish News**
3. **To confirm receipt of the playground check log and to confirm the person responsible for checking for the following month:**
4. **To identify other items at the Chairman’s discretion**
5. **To identify the next venue for the SAM2 sign**
6. **To confirm 6th November 2017**

**Closure of meeting**