**HORNING PARISH COUNCIL**

**HHHHMinutes of the Parish Council Meeting**

**held on Monday 2nd October 2017**

**Present:**

 **Cllr P Iddon**

**Cllr G Martin**

**Cllr K Smith**

**Cllr A Seddon**

**Cllr A Darby**

**Cllr I Davis**

**Cllr K Horey**

**Clerk / RFO: Jo Beardshaw**

**Number of Parishioners: 5**

1. **Apologies.** Cllrs Avellino, C Smith and Gilden had sent their 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 4th September were confirmed as a true and correct record, and were signed.
4. **Actions from previous minutes:** none
5. **Correspondence**
	1. Email from parishioner regarding working parties for small jobs around the village. Gillian Jeckells had noted that she often did small jobs around the village with friends / fellow villagers. She had noted that she would value the support of the Parish Council in undertaking these jobs. Councillors discussed this and **Cllr K Smith** agreed to speak with Mrs Jeckells to discuss a possible way forward for working parties in the village. It was noted that the Chairman tries to thank villagers for jobs that they have undertaken by way of mentioning them in the Horning Reach
	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. Noted
	3. Clerk signed and sent off Church Commissioners’ memorandum for the Allotments. It was confirmed that the new agreement was dated from 2017
	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. **The Clerk** would speak with the BA about this and work out further information as the queries that she had already made had been replied to by Asa Coulstock of the BA in a confusing manner
	5. BA. As above. Removal of permitted development for erection of boundary treatments at Crabbett’s Marsh. As above
	6. Cllr Kibler. Resignation due to relocation. The Clerk and The Chairman had contacted Cllr Kibler directly, but the **Clerk** would also write a formal letter from the Parish Council thanking Cllr Kibler for his work throughout his time as a Councillor. The Chairman noted that Cllr Kibler would be sorely missed.
	7. Responses from Aylsham and Coltishall Parish Councils regarding MUGA. Two Councils had been kind enough to reply to the Clerk’s request for information regarding MUGA. Coltishall PC and Aylsham PC. Both Councils were fairly negative on the subject of MUGA. In particular, the Coltishall Clerk noted: ‘*Most importantly, make sure you follow the guidelines on distance from residential boundaries (30 metres but I have seen reference to 35m-50m in acoustic reports on planned MUGAs). The ball hitting the metal fence of a MUGA is loud, as is the vibration that follows. On the other hand, they have to be near enough that people will walk to them - the far side of a muddy field may be too far away!*

*Secondly, make sure you think through what the demand is. By this, I mean organised play or free-for-all, bookable or just turn up, 24/7 or locked outside certain hours, floodlit or not (cheap enough to do but there is light pollution and evening noise to consider; which sports? football, hockey, netball requires zero intervention; tennis needs nets putting up etc; do you want to charge or not? These things matter because your best users will be clubs or schools but they need to know it's available when they need it, hence booking. Mundesley Youth and Community have a booking system online - all use is free but you are able to book a slot. It appears to work okay in practice but do ask them! See*[*http://mundesleyyouthandcommunity.org.uk/multi-use-games-area-calendar/*](http://mundesleyyouthandcommunity.org.uk/multi-use-games-area-calendar/)

*Thirdly, risk assess your ideas carefully. Make sure all locals get to chip in. Get somebody to play devil's advocate and deliberately look for problems. Noise is one but so is balls going in gardens or misuse by people on skateboards or even motorbikes (I kid you not). Anti-social behaviour can be a risk if it becomes a gathering point for groups just to hang out. Bullying can be an issue if it is open access.*

*Fourthly, specify your requirements very carefully - size, sports, height, roof nets or not, type of door (motorbike proof and lockable!), sort of surface (weeds are an issue if they grow through - guarantees etc. matter). Seek advice on which manufacturers can be relied upon and which are hard to get hold of when problems occur. Make sure you create a maintenance programme, cost it up and stick to it. It is not a fit-and-forget product and the surface will require proper attention (every 1-2 years).*

*There is growing awareness among local councils that badly sited MUGAs can be a nightmare. See*[*http://www.itv.com/news/westcountry/2017-03-17/council-rip-out-controversial-local-playground/*](http://www.itv.com/news/westcountry/2017-03-17/council-rip-out-controversial-local-playground/) *for the Domesday scenario.*

*Equally, there is better advice available on getting it right so this doesn't happen. This piece is a nice little summary of the kind of thing to bear in mind:*[*http://www.cassallen.co.uk/5-steps-to-minimise-noise-from-multi-use-games-areas-muga*](http://www.cassallen.co.uk/5-steps-to-minimise-noise-from-multi-use-games-areas-muga)

*If I only had two pieces of advice to offer, it would be 1) community engagement 2) get advice from everyone you can think of.*

*If you cannot get enough local interest to attract a grant from one of the sports bodies or the national lottery to help pay for it then I would not do it. Community engagement means lots of people looking at the plan, kicking it around and amending it and making sure you minimise the risk of making a mistake (too far, too close, too noisy, wrong sports, wrong height, should have had a roof, should have rubber-damped the wall panels etc. etc.). Sports clubs in particular tend to be full of people who know other MUGAs and their pros and cons and are worth talking to as much as you can - better still get them on your project team. Planners, environmental health (noise), other MUGA owners are all good sources. Norwich City are also worth a chat (ask them for a donation while you're there!).*

*Our local experience? Limited use, neighbour complaints, maintenance issues with the surface - it wasn't thought through enough in advance and so risks were missed that require us to find ways of doing things differently now (all in my opinion, not one shared by everybody I should add).*

Councillors agreed that the responses from other Councils did indicate that the demographics for the village were not such that there were enough teenagers / active adults who would regularly use MUGA. In addition, there were concerns such as the proximity of houses, upkeep, and management of the MUGA. Councillors **AGREED** not to further pursue the idea

* 1. Seafarers UK. Thank you letter for donation. Noted
	2. Horning Boat Show Community Fund. The HBSCF Committee had written to the Council to note that they had made an award of £5000. The Clerk would give further information at the following Parish Council meeting. Councillors were delighted to hear the news. **The Clerk** would write to thank the HBSCF Committee
1. **Finances:**
	1. To receive confirmation of finances. Cllr Davis noted that the Parish Council finances were in order and that he had signed the bank reconciliation for the previous two months.
	2. The following receipts were noted:
	3. The following payments were authorised:
		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. 2299. HMRC. Tax. October. £47
		6. Chq.2300. Andrew Darby. Jewsons. Paint for work on Village Sign. £25.37
		7. Chq 2301. Royal British Legion. Donation for Remembrance Day. £50
		8. Chq 2302. A and W Cushion Ltd. Wood for quayheading. £852.55
		9. Chq 2303. Wade and Smith dredging Ltd. Quayheading work. £3147.45
		10. Chq 2304. Savills. Allotment rent. £250
		11. Chq. 2305. Clerk salary and expenses October. £539.27
2. **Planning:**
	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. Supported
	2. **Planning decisions received and noted:**
		1. BA/2017/0171/FUL. Grebe Island, Lower Street. Replacement Commercial Boat Hire Offices and Boat Workshop. Approved
3. **Asset Management.**
	1. **Cllr C Smith** had undertaken the playground inspection and offered to arrange to meet with Keith Buck to arrange for small jobs on the playground to be undertaken. **Cllr Darby** had also met with David Chidlow of FLP, who would email details on all playground items with costings on work including matting. It was therefore agreed that Cllr Darby would proceed with discussions with FLP and if Cllr Smith and Keith could meet up to discuss small works, this could be agreed at a future meeting
	2. It was agreed that the cradle swing and the slide are past their sell by date and should be replaced when funds allow
	3. Cllr K Smith would speak with Cllr C Smith to speak with Chris Bunn to have the slide repaired urgently. The **Chairman** would tape off the slide urgently until the work was undertaken.
	4. **Cllr K Smith** would finalise the AM spreadsheet
	5. The **Clerk** would put together a Big Society Fund bid for the remaining monies required for the fencing of the children’s playground
	6. It was recommended that when the car park at the Village Hall is renewed there should be white parking lines painted on the car park to ensure the optimisation of space
4. **Parish Councillor reports.** To receive Parish Councillor reports
5. **Parishioners’ Matters: The meeting was adjourned at 8.20 pm for public participation**
	1. **District / County Councillor report**:
	2. Councillors and the general public held a discussion regarding future plans and hopes for the village. The following suggestions were mentioned, with a view to further discussion in the future:
		1. Obtain lease for Swan Car Park. Clerk has asked M&B to let her know when the lease becomes available
		2. MUGA on recreation ground. See above
		3. Transfer Old Waterworks Staithe from NNDC and turn it into a destination. Not discussed
		4. Small bandstand on Green.
		5. New Children’s slide
		6. New cradle seats
		7. Resurfacing village hall forecourt
		8. Picnic benches
		9. New Coin collection box

**The meeting was reconvened at 8.45 pm**

1. **Agenda items**
	1. To consider purchasing ‘no fouling’ signs for Lower Street. It was **AGREED** that the **Clerk and the Chairman** would consider this. It was agreed that wording would be positive (along the lines of ‘look after our lovely village’) rather than ‘no fouling’
	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. This was **AGREED.** The Chairman thanked Cllr Darby for his hard work over the years on the tree cages and the trees in general. **Cllr Darby** would research a board for plaques. The Chairman would put the item in the Horning Reach so that donors of plaques would be aware. **The Chairman** knew of a person with a skip who might be willing to take the old tree cages when they are removed
	3. To receive a presentation from Graham Connolly of NNDC regarding Community Housing in Horning. The Chairman had invited Nicky and Graham to speak prior to the meeting. They explained that The Community Housing Fund is money from central government which is targeted at areas affected by a high proportion of holiday and second homes. North Norfolk District Council is one of the areas in the country with the highest levels of holiday and second homes and has received £2.4 million from the fund. NNDC plans to use this money to support the delivery of Community Led Housing to help counter the impact holiday homes can have on communities. Nicky went on to explain the idea behind Community Led Housing. Councillors **AGREED** that the item could be on the agenda for the following meeting
	4. To determine action regarding the War Memorial and wreath prior to Remembrance Day. The **Chairman** would ensure that the war memorial was cleaned and ready for Remembrance Day. **The Clerk** would pick up the wreath from The Royal British Legion
	5. Confirmation of 2018 meeting dates. **AGREED**
	6. Request to hold late night shopping on Thursday 30th November. **AGREED**
	7. Request by Tavern Tasty to hold a stall on the Village Green. **AGREED**
	8. Confirmation of receipt of External audit from Mazars, and to note any comments from the auditor. The Clerk noted that there had been no additional comment from Mazars, the external auditor.
	9. To identify a Councillor for Chairman of the Planning Committee and Vice Chairman. Cllr Davis was confirmed as the Vice Chairman, and Cllr Seddon was confirmed as the Chairman of the Planning Committee
	10. To agree on works to the Oak Tree on the Village Green (£575). Cllr Darby had arranged for two quotations to be given. The Parish Council agreed to use Liam Harmer as he is typically more efficient with paperwork and timings. **The Clerk** would speak with Liam Harmer and Target Trees, and would ensure that Liam Harmer submits the necessary paperwork to the BA.
2. **To list items for the Horning Reach Parish News:**
	1. Playground slide out of use
3. **HTo nominate a Councillor to undertake the playground checks:**
	1. The Chairman would undertake the playground checks for the month
4. **To identify other items at the Chairman’s discretion:**
5. **To identify the next venue for the SAM2 sign:** Cllrs had agreed at the previous meeting that the SAM2 sign should be moved to Lower Street at the bottom of Hillside Road
6. **Closure of meeting at 8.55 pm and details of the next meeting:**

**Monday 6th November 2017, St Benet’s Hall, 7pm**