**HORNING PARISH COUNCIL**

**HHHHMinutes of the Parish Council Meeting**

**held on Monday 5th February 2018**

**Present:**

 **Cllr P Iddon**

**Cllr I Davis**

**Cllr A Seddon**

**Cllr P Avellino**

**Cllr K Horey**

**Cllr A Darby**

**Cllr G Martin**

**Clerk / RFO: Jo Beardshaw**

**Number of Parishioners: 2**

1. **Apologies.** Cllrs C and K Smith had sent their apologies, which were accepted
2. **Declarations of Interest.** None
3. **Minutes of the previous meeting.** The minutes of the meeting held on Wednesday 3rd January were confirmed as a true and correct record, and were signed.
4. **Actions from previous minutes:** none
5. **Correspondence**
	1. Environment Agency. Email confirming attendance of the EA, NNDC and others at the March meeting to discuss Ferry Road flooding. Tina Starling, the Flood Resilient Engagement Advisor for the EA, had emailed the Clerk to inform the Council that a meeting had taken place on 23rd January between AW, NNDC, NDC, the BA and the EA. She had asked if AW, NNDC and the EA could attend the 5th March meeting, to which the Clerk had agreed
	2. Various communications regarding Data Protection Officers. The Clerk noted that it was unlikely that the Clerk would be able to take on the role of the DPO as the role requires an absence of conflicts of interest (which may arise from responsibilities such as Clerk or RFO), an independence, an expert knowledge of data protection law and practices and related professional ethics to effectively advise and influence full council and adequate time to perform the DPO role. It was confirmed that the Council would await further clarity following the final details of the legislation
	3. NCC. Norwich Western Link road. The Norwich Western Link Member Group (NCC) had written to the Council to ask for support on the final leg of the NDR. The Council confirmed that it was broadly in favour of the NWL and that villagers in the area would use the NDR to access the West and North of the Country. **The Clerk** would write to the group.
	4. TMO Highways. Road closure 23/4. Whole day. Manhole cover work. The Chairman explained that the Clerk had written to confirm agreement for the work.
	5. NALC. Confirmation of LCAS Quality Council qualification. The Chairman congratulated the Council and Clerk for this accolade
	6. Better Broadband for Norfolk. New broadband cabinet to be installed on the Upper Street Green. No date given (before March 2020). Cllr Martin noted that he anticipated that this would be in place by June 2018
	7. NCC. Request for support / guidance / comments on the 3RW phases 2 and 3. Tim Vincent of NCC Highway projects, had requested information. The Council **AGREED** to support phases 2 and 3 in general. **The Clerk** would contact Tim Vincent
6. **Finances:**
	1. To receive confirmation of finances. Cllr Davis confirmed that he had signed the bank reconciliation for the December finances, but that the bank statement had yet to be received for the month of the January
	2. The following receipts were noted:

None

* 1. The following payments were authorised:
		1. S/O. CGM Landscaping. £81.82 inc £13.64 VAT
		2. DD. Clerk Pension. £94.68
		3. DD. Ralph Morris. £130. Litter picking
		4. DD. URM. £12.96 inc £2.16 VAT
		5. Chq. 2324. Cancelled
		6. Chq 2325. Clerk salary. £516.58
		7. Chq 2326. Keith Buck. Pothole work on village hall car park. £300
		8. Chq 2327. HMRC. Tax. £46.80
1. **Asset Management.**
	1. Big Society Fund bid. **Cllr Avellino** would be posting / emailing the application and copying in the Clerk and County / District Councillors
	2. Litter pick contract. The top road is on the list for litter picking. The Clerk has asked that High Visibility (level 3) equipment be requested if not already owned. The Council **AGREED** that it did not wish the litter picker to litter pick the top road where there was no pavement or safe haven. The **Clerk** would therefore contact the litter picker and alter the contract accordingly
	3. Cllr Avellino had spoken with FLP about the post on the balance twist which is moving fairly significantly. They had informed her that the insurance was void due to some strimmer damage and had quoted £210 for a replacement. This frustrated the Parish Council as strimmer damage could be levelled against all play equipment. **Cllr Avellino** would speak with FLP regarding the warrany on the stepping post
	4. Cllr Darby had achieved a lot on the Jubilee Walk and had received two lots of £35 for the tree donations. He had put together a working party for the Jubilee Walk, consisting of Sally Ingham, Dick Turpin, Hilary James, Gillian Jeckells, Peter and Thea Boshier, John Tideman and himself. Cllr Darby had researched a suitable Lecturn for the information regarding the Jubilee Walk, which would be a generic sign (not personalised for each person donating towards a tree). In addition, he had researched small signs with plaques on for each individual donation. He explained that this totalled around £600 for the small signs and around £590 for the Lecturn. He also noted that Keith Buck would need to remove the cages. He anticipated that the total cost for the work would be around £1,500 to £1,700. He would revert at the following meeting following a conversation with the Boat Show Committee regarding possible funding.
2. **Parish Councillor reports.**
	1. The Chairman. Village Plan. The Chairman explained to the Council that a group of people had started to undertake the review but that one of the members had left the village and the Chair of the group had had to withdraw for personal reasons. He explained that the 2011 plan should have been updated as it is a 5 year plan and asked for volunteers
3. **Parishioners’ Matters: The meeting was adjourned at 7.32 pm for public participation**
	1. **District / County Councillor report**:
	2. District Cllr Mcgoun noted that she had had a good meeting with James Wilson (Officer at NNDC) to discuss the formalisation of the flood forum group.
	3. The Chairman noted that he was disappointed that NCC, as the lead flood authority, had on numerous occasions declined to get involved in the problems with flooding on Ferry Road. County Councillor Price confirmed that NCC would not be attending the March meeting either. The Chairman asked if Cllr Price had made any headway regarding researching the statutory oblighation which NCC has to maintain the road as it serves a Ferry. Cllr Price confirmed that he had not made any such headway over a period of many months
	4. A member of the public suggested that the village could have some ‘Please drive carefully’ bin signs. Paul Rice agreed to look into this.

**The meeting was reconvened at 8.20pm**

1. **Planning:**
	1. **Planning applications received**
		1. BA/2018/0008/HOUSEH. The Boat House, Ferry Road. One and a half storey extension and other alterations. Decision to be made at meeting. **Supported**
		2. Ropes Hill. Nomination for residential moorings for up to six residential moorings. **Supported**
		3. PF/18/0204. 1, The Avenue. Erection of detached garage to front of dwelling. **Supported**
	2. **Planning decisions received and noted:**
		1. BA/2017/0448/FUL. Cedar Lodge, Ropes Hill. Replacement Boat Shed. Approved
		2. BA/2017/0456/HOUSEH. Arleman, Ropes Hill. Proposed side and rear single storey extension. Approved
		3. BA/2017/2004. Ropes Hill Farm Bungalow. Neatishead Road. Remove agricultural occupancy condition. Application withdrawn
2. **Agenda items**
	1. To consider taking over the ground maintenance from NNDC for the small area of land around the toilet block. **The Clerk** was asked to find out more information about this
	2. To consider co-opting two new Parish Councillors. Adam Varley and Aubrey Brennan were both confirmed as new Parish Councillors
3. **To list items for the Horning Reach Parish News:**
	1. Parish Plan
	2. Speeding – plea to reduce speed
4. **HTo nominate a Councillor to undertake the playground checks:**
	1. The Chairman and Andrew Varley would conduct this check together
5. **To identify other items at the Chairman’s discretion:**

None

1. **To identify the next venue for the SAM2 sign:** not required at this meeting
2. **Closure of meeting at 7.56 pm and details of the next meeting:**

**Monday 5th March 2018, St Benet’s Hall, 7pm**