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ISSUE DATE: 8 May 2019

 **NOTICE OF A PARISH COUNCIL MEETING**

**To Members of the Council**: You are hereby summoned to attend the ANNUAL Horning Parish Council Meeting at St Benet’s Hall, Horning, on **WEDNESDAY 15TH May 2019 following the ANNUAL PARISH MEETING (at 7pm)**  for the purpose of transacting the following business:
Jo Beardshaw Parish Clerk / RFO

**Press and Public are welcome**

**AGENDA**

*All Councillors must sign all forms prior to meeting*

1. **Apologies for absence**
2. **Election of Chairman and Vice Chairman**
3. **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
4. **Minutes of the previous meeting**

To receive and approve the minutes of the meeting held on Monday 1st April 2019, and matters arising.

1. **Actions from previous minutes**

To report any actions and updates from previous minutes

1. **Correspondence**
	1. Receipt of Waste Transfer note from NNDC for Dog and litter bins. 572 collections
	2. Seafarers UK Ltd. Request to fly the red ensign for Merchant Navy Day on 3rd September
	3. PKF. Receipt of information regarding the Annual Audit
	4. NNDC. Local Plan consultation
	5. Ludham Bridge Moorings. Confirmation of receipt of rental agreement 14.1.19
	6. Friends of St Benet’s Abbey. Risk assessments for use of the Village Green on 9th June 2019
	7. Friends of St Benet’s Abbey. Details regarding the Monks which were to be placed on the Village Green but now at Ludham Church
	8. BA/2019/0159/TCAA. Land opposite Alder Tree, 109 Lower Street. Application for works to trees. Alder – remove, Willow – re-pollard
	9. BA/2019/0157/TPOA. Oakmead Cottage, Lower Street. Application for works to trees. Crown Reduction of Oak Tree
	10. BA/2019/0155/TCAA. The Bungalow, Horning Reach. Application for works to trees. 1 x willow – fell
	11. Anglian Water. Confirmation that works are complete
2. **Finance**
	1. To receive confirmation of finances
	2. To note receipts:
		1. NNDC. Grant (£293) and Precept (£9475). Total £9768
	3. To agree and authorise payments

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| **Date** | **Payee** | **Description** | **Chq No** | **Amount** | **VAT** |
| 1.05.19 | CGM Landscaping | Recreation Ground | S/O | 81.80 | 13.63 |
| 1.05.19 | Clerk | Pension |  DD | 101.50 |  |
| 1.05.19 | Ralph Morris | Litter Picking |  S/O | 130.00 |  |
| 1.05.19 | Clerk | Salary for April | 2438 | 603.54 |  |
| 15.05.19 | Horning Village Hall | Vodafone mast | 2440 | 30.00 |  |
| 15.05.19 | Carol Gilden | Cutting green and sign in March | 2441 | 88.00 |  |
| 30.04.19 | URM | Glass | DD | 18.00 | 3.00 |
| 15.05.19 | Marmax | Benches for Jubilee Walk | 2442 | 699.84 | 116.64 |
| 15.05.19 | Norfolk ALC | Subscription | 2443 | 266.33 |  |
| 15.05.19 | Horning Primary School | Donation for Jubilee Walk launch | 2444 | 50.00 |  |

1. **Asset Management.** To receive the report from the Asset Management Committee, including
	1. Damaged post on Twist Beam
2. **Parish Councillor reports.** To receive any Parish Councillor reports and updates, including:

1. **Parishioners’ Matters**

To adjourn the meeting to allow members of the public to speak for a maximum of 5 minutes

* District Councillor / County Councillor
* Members of the public to speak
* Reconvene meeting
1. **Planning.** To receive planning applications and make decisions according to recommendations
	1. Planning applications received:
		1. BA/2019/0003/REF. (appeal reference APP/E9505/W/19/3225873). Babatru, 18 Bureside Estate, Crabbetts Marsh. Appeal against refusal made to the Secretary of State
2. To note planning decisions as follows: none
3. **Agenda items. To discuss agenda items**
	1. To receive an update on the Jubilee Walk Launch. 21st May 2019
	2. To consider options for work to the Mill Loke hedge following receipt of two quotations (CGM: £305+VAT), (Keith Debbage: £100)
	3. Broadland Community Choir. Request for use of the Village Green for a choir event on 14th July
	4. Allotment tenant. Request to have a pig or goat on an allotment
	5. To consider spending approx. £60 on plants for planters, following request
	6. To confirm the Clerk as RFO, and the Internal Auditor as Neal Sharpe
	7. To confirm:
		1. Standing Orders
		2. Financial Regulations
		3. Risk Assessment
4. **To list items for the Horning Reach Parish News**
5. **To confirm receipt of the playground check log**
6. **To identify other items at the Chairman’s discretion**
7. **To identify the next venue for the SAM2 sign**
8. **To confirm that the next meeting will take place in St Benet’s Hall at 7pm on Monday 3rd June 2019**
9. **There will be no meeting in July**

Closure of meeting