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ISSUE DATE: 26 May 2019

 **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 3rd June 2019 at 7pm**  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 Wednesday 15th May 2019, and matters arising.

To receive and approve the minutes of the Annual Parish Meeting held on Wednesday 15th May 2019, and matters arising

1. **Actions from previous minutes**

To report any actions and updates from previous minutes

1. **Correspondence**
	1. NCC Highways. Agreement to an additional SAM2 site at the Upper Street Junction, refusal to add another site from the 60 mph zone to the 40 mph zone due to concern over confusion of speed limits
	2. B Mcgoun. Thanks for flowers given by the Parish Council
	3. BA. To confirm that Councillors have received and noted the Broads Plan, which was adopted on 17th May 2019
	4. David Bracey Play inspections. Confirmation of inspection booked
2. **Finance**
	1. To receive confirmation of finances
	2. To note receipts:
		1. Allotment income. £57 via BACS
		2. Allotment income. £323 direct
	3. To agree and authorise payments

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| --- | --- | --- | --- | --- | --- |
| **Date** | **Payee** | **Description** | **Chq No** | **Amount** | **VAT** |
| 3.6.1 | CGM Landscaping | Recreation Ground | S/O | 81.80 | 13.63 |
| 3.6.19 | Clerk | Pension |  DD | 101.50 |  |
| 3.6.19 | Ralph Morris | Litter Picking |  S/O | 130.00 |  |
| 3.6.19 | Clerk | Salary for May | 2444 | 515.93 |  |
| 3.6.19 | Catherine Jeffery | Plants for planters | 2445 | 53.94 | 00 |
| 3.6.19 | URM | Glass recycling | DD | 18.00 | 3.00 |
| 3.6.19 | Fenland Leisure Products Ltd | Cradle swings | 2446 | 3394.99 | 565.83 |

1. **Asset Management.** To receive the report from the Asset Management Committee, including
	1. Damaged post on Twist Beam
	2. Cradle swings fitted
	3. Bin signage
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. PF/19/0806. The Paddock, 8a Hillside Door. Removal of Garage door and installation of window.

To note planning decisions as follows: none

1. **Agenda items. To discuss agenda items**
	1. To consider writing a Terms of Reference document for the Finance, Planning and Asset Management Committees, and to consider members of those committees
	2. To consider working more closely with the Horning Facebook page to publicise events / working groups etc
	3. To confirm the fixed asset register for 18/19 for the external audit
	4. To confirm the Annual Governance Statement for F/Y 2018/19
	5. To confirm the Accounting Statements for F/Y 2018/19
	6. To consider a response to Ben Hogg, BA, regarding the Horning Conservation Area map emailed to Cllrs 24/5/19
2. **To list items for the Horning Reach Parish News**
3. **To confirm receipt of the playground check log**
4. **To identify other items at the Chairman’s discretion**
5. **To identify the next venue for the SAM2 sign**
6. **To confirm that the next meeting will take place in St Benet’s Hall at 7pm on 5th August 2019. There is no meeting in July**
7. Closure of meeting