**HORNING PARISH COUNCIL**

**HHHHMinutes of a Parish Council Meeting**

**held on Monday 5th August 2019 at 7pm in St Benet’s Hall**

**Present:**

**Cllr I Davis**

**Cllr P Iddon**

**Cllr A Varley**

**Cllr A Darby**

**Cllr G Mancini-Boyle**

**Cllr A Seddon**

**Cllr P Avellino**

**Cllr R Martin**

**Clerk / RFO: Jo Beardshaw**

**Number of Parishioners: 6**

1. **Apologies.** None
2. **Declarations of Interest.** None
3. **Minutes of the previous meeting.** 
   1. To receive and approve the minutes of the meeting held on Wednesday 15th May 2019, and matters arising. Approved
   2. To receive and approve the minutes of the Annual Parish Meeting held on Wednesday 3rd June 2019, and matters arising. Approved
4. **Actions from previous minutes:** None
5. **Correspondence**
   1. Norman Lamb’s office. Confirmation of annual village tour. 27th August. 11.30am. Village Hall Car Park. The Clerk urged Councillors to speak to parishioners about this tour, and to attend in person if at all possible
   2. St Benet’s Hall bookings. Request for dates agreed for May 2020. It was **AGREED** that the Parish Council meeting the following May would take place on the Monday 4th, which normally would have been a bank holiday but wouldn’t be in 2020 because of VA day.
   3. BA. Tree Preservation Order – works to trees. BA/19/0199. Works to trees at plots 35/36 Crabbetts Marsh. Noted
   4. BA. Tree Preservation Order – works to trees. BA/19/0154. Works to trees at plots 35/36 Crabbetts Marsh. Noted
   5. Parishioners. Giving notice that they intend to stop the gardening of the bed at Ropes Hill after many years. The Parish Council thanked Sally Ingham, who had attended the meeting. It was agreed that the Parish Council could add the item to the Horning Reach item, and that new volunteers would be called for. A discussion then took place regarding some new soil being put in place within the garden, together with some planting. The **Clerk** would contact the Horning Boat Show regarding a potential grant towards the Memorial Garden (approx. £1000)
   6. Norwich Western Link / NCC. Confirmation of preferred route. Noted
   7. Parishioners. Complaints regarding a trailer left on the VH car park annually. The Council discussed this at length and different methods of encouraging visitors not to park their trailers on the VH car park. The **Chairman** would look into the laws and consider a by-law preventing the parking of trailers overnight so that a sign could be backed up with the law
   8. Mitchells Butler. Response to various complaints regarding the car park. The Clerk explained that there had been some issues with the new car park meters in that when they are not working visitors are still receiving fines. She urged all parishioners who hear of this to contact her so that she could get in touch with M&B with a view to cancelling the fine
6. **Finances:**
   1. To receive confirmation of finances. The Chairman had reviewed the audit figures, but the bank reconciliation had not been finalised by the time of the meeting. The Chairman confirmed that he was satisfied that the accounts were in order. Cllr Iddon thanked the Clerk for preparing the audit figures
      1. Allotment income. £57 via BACS
      2. Allotment income. £323 direct
   2. The following payments were authorised:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Date** | **Payee** | **Description** | **Chq No** | **Amount** | **VAT** |
| 17.7.19 | Came and Company | Insurance | 2447 | 860.63 |  |
| 14.6.19 | CGM Landscaping | Recreation Ground | S/O | 81.80 | 13.63 |
| 14.6.19 | Nest | Pension June | DD | 101.50 |  |
| 1.6.19 | Ralph Morris | Litter Picking June | S/O | 130.00 |  |
| 1.7.19 | Ralph Morris | Litter Picking July | S/O | 130.00 |  |
| 5.8.19 | Clerk | Salary for June | 2448 | 580.54 |  |
| 5.8.19 | Clerk (reimbursement of tax paid due to no meeting July) | Tax May | 2449 | 103.60 |  |
| 5.8.19 | HMRC | Tax June and July | 2450 | 71.80 |  |
| 5.8.19 | Nest | Pension July | DD | 101.50 |  |
| 5.8.19 | A Darb\* | Plaques reimbursement | 2451 | 50.00 |  |
| 29.07.19 | URM | Glass | DD | 16.20 | 2.70 |
| 5.8.19 | Keith Buck | Turf for concrete slab and concrete slab for 2 x seats Jubilee Walk | 2452 | 275.00 |  |
| 5.8.19 | Keith Buck | Hire of mini digger, skip, cradle swing removal, laid turf | 2453 | 575.00 |  |
| 25.06.19 | URM | Glass | DD | 9.00 | 1.50 |
| 5.8.19 | Neal M Sharpe | Internal audit | 2354 | 90.00 |  |
| 5.8.19 | Carol Gilden | Gardening for April, May, June | 2455 | 497.50 |  |
| 5.8.19 | Clerk | Salary for July | 2456 | 558.92 |  |
| 5.8.19 | David Bracey | Play inspection | 2457 | 96.00 | 16.00 |
| 14.7.19 | CGM Landscaping | Grass | DD | 81.80 | 13.63 |

1. **Asset Management.** 
   1. Damaged safagrass matting and correspondence with CGM and FLP. Cllr Varley noted that CGM had agreed to fund the £36 for the new safagrass matting, and that the installation with the local contractor would be approx. £25. CGM had not agreed to cover this, but the **Clerk** would encourage them to do so. **The Clerk** would also speak with CGM again to warn them that the safagrass is in place
   2. Update regarding rope swing bridge. Cllr Varley noted that the clip which holds the rope in place had come loose, but that the local contractor had fixed the issue.
   3. Cllr Darby noted that the bulb in the uplighter in the Oak Tree on the Village Green was broken. The Parish Council **AGREED** that Cllr Darby should contact Norwich Electrical in order to have this fixed, and would also ask them to test the lights at the same time
2. **Parish Councillor reports.** 
   1. Cllr Mancini-Boyle. Allotments. Cllr Mancini-Boyle had visited and checked the allotments and confirmed that there are some untidy allotments, and some allotments that needed to be brought in to cultivation. The Council thanked Cllr Mancini-Boyle for his work on allotments
   2. Cllr Mancini-Boyle. Broads Forum. Cllr Mancini-Boyle confirmed that the Glover Report had been received and that the majority of complaints was along the lines of strategy and governance. Noted with thanks
3. **Parishioners’ Matters: The meeting was adjourned at 8.05 pm for public participation**
   1. **District / County Councillor report**

**The meeting was reconvened at 8.17pm**

1. **Planning:** 
   1. **Planning applications received**
      1. BA/2019/0183/HOUSEH. Bureside Estate, Plot 30B, Crabbetts Marsh. Supported by email 20.6.19
      2. BA/2019/0211/FUL. Plot 4, River Thurne. Replacement quayheading. No response sent
      3. BA/2019/0191/CLEUD. Hideaway, 19B Bureside Estate, Crabbetts Marsh. Lawful Development Certificate for 10 years of lawful use of shed
      4. LA/19/0675. Listed buildings consent. 33 – 35 Lower Street. Works to replace 3 x bay windows and front door
      5. BA/2018/0213. Babatru, 18 Bureside Estate. Demolition of Single Storey Dwelling and erection of 3-storey dwelling. Appeal decision: refusal upheld / appeal dismissed
2. **Agenda items**
   1. To consider Terms of Reference documents for the Planning and AM committees. Cllr Varley had undertaken some work on the Planning TOR. Councillors recommended some alterations, and **Cllr Varley** would revert at the next meeting.
   2. To receive a presentation from Ben Hogg of BA regarding realignment of the conservation area in the village. Mr Hogg would send details through of the appraisal, which would then be analysed by Cllrs and the responses collated by the **Clerk**.
   3. To confirm the Council’s General Power of competence. The Clerk explained that in order to gain the GPC, the Council needed to have 2/3rds of the members elected rather than co-opted and to have a qualified Clerk. The Council **AGREED** to re-adopt the GPC
   4. To consider ideas for Boat Show equipment storage. Mr Tomkins of the HBS had attended the meeting, in order to explain to the Council that he would like to place a 20 foot container beside the Village Hall, on the land leased by the VH. The Council discussed this item at length and confirmed that it would be very happy to agree to this container. The Chairman would double check the terms of the lease to confirm that this was possible (note: following the meeting the Chairman confirmed that the lease did not allow for any sub-letting. It was therefore agreed that the VH would own the Container)
   5. To receive the playground inspection report from David Bracey Play Inspection. The Parish Council reviewed and confirmed receipt of this inspection report and noted that the slide required an upgrade following rust damage. **Cllr Varley** kindly offered to look into bird spikes for the cradle swings
   6. To consider approving a road closure (Anglian Water) from 9th to 11th September. The **Clerk** would revert to this road closure request and agree to the road closure on the basis that it should take place only in November / last week of October
3. **To list items for the Horning Reach Parish News:**
   1. Thanks to parishioners who gardened the bed at Ropes Hill
   2. Road Closure November
   3. Gardener required for the Ropes Hill memorial Garden
4. **To identify a Parish Councillor to undertake the playground log for the month.** Cllr Iddon
5. **HTo identify other items at the Chairman’s discretion:**
6. **To identify the next venue for the SAM2 sign:** The SAM2 would move to the new location on Lower Street
7. **Closure of meeting at 8.49 pm**
8. **To confirm that the next meeting will take place in St Benet’s Hall on Monday 2nd September 2019**