+local council award scheme foundation

ISSUE DATE: 26 September 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 7th October 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 Monday 2nd September 2019, and matters arising.

1. **Actions from previous minutes**

To report any actions and updates from previous minutes

1. **Correspondence**
   1. Savills. Rent review for allotments
   2. Non-parishioner. Request for a bench
   3. Horning Boat Show. Confirmation of date for Horning Boat Show 2020
   4. NALC. Well-being and the local environment. New initiative
   5. Parishioner. Request for late night shopping banner near the Village sign
2. **Finance**
   1. To receive confirmation of finances
   2. To note receipts:
      1. NCC. Textile bank receipt. £62
   3. To agree and authorise payments

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| --- | --- | --- | --- | --- | --- |
| **Date** | **Payee** | **Description** | **Chq No** | **Amount** | **VAT** |
| 7.10.19 | Ralph Morris | Litter Picking | S/O | 130.00 |  |
| 7.10.19 | Clerk | Salary for August | 2463 | 593.85 |  |
| 7.10.19 | Savills (UK) Client Receipts Account | Allotment rent | 2464 | 262.50 |  |
| 7.10.19 | HMRC | Tax (paid by Clerk) | 2465 | 44.00 |  |
| 7.10.19 | Nest | Pension August | DD | 101.50 |  |
| 7.10.19 | PKF Littlejohn LLP | External audit | 2466 | 240.00 | 40.00 |
| 7.10.19 | URM | Glass | DD | 21.60 | 3.60 |
| 7.10.19 | Carol Gilden | August grass cutting | 2466 | 158.00 |  |
| 7.10.19 | NNDC | Dog bins. 578 empties | 2468 | 2358.24 | 393.04 |

1. **Asset Management.** To receive the report from the Asset Management Committee, including
   1. Damaged safagrass matting and correspondence with CGM and FLP
   2. Update regarding rope swing bridge
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/2019/0306/CLEUD. The Spinney, Plot 20, Bureside Estate, Crabbetts Marsh. No response required as it is an LDC
      2. BA/2019/0294/FUL. Riverbank Lodge, Ferry Cott Lane. Replacement dwelling. **Response to be sent by Clerk immediately following meeting**
   2. Planning decisions received:

c. To receive a report from Cllr Seddon regarding the Broads Authority Conservation Area appraisal

1. **Agenda items. To discuss agenda items**
   1. To consider alterations to the Planning TOR, following alterations after the August meeting
   2. To consider the November 11th plans. War Memorial, wreath.
   3. To consider training of Councillors for the upcoming 12 months
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 Monday 4th November 2019**
7. **Closure of meeting**