**HORNING PARISH COUNCIL**

**HHHHMinutes of a Parish Council Meeting**

**held on Monday 4th November 2019 at 7pm in St Benet’s Hall**

**Present:**

**Cllr A Varley**

**Cllr G Mancini-Boyle**

**Cllr A Seddon**

**Cllr P Avellino**

**Cllr R Martin (Chairman)**

**Cllr A Darby**

**Cllr P Iddon**

**Clerk / RFO: Jo Beardshaw**

**Number of Parishioners: 5**

1. **Apologies.** Cllr Davis had sent his apologies, which were accepted
2. **Declarations of Interest.** None received. Cllrs Mancini-Boyle and Varley identified that as District Councillors they may have an interest in some applications because they sit on the planning committees at District
3. **Minutes of the previous meeting.**
	1. To receive and approve the minutes of the meeting held on Monday 7th October 2019, and matters arising. **Approved with** two amendments. The log slide (item 14) was infact the main slide, and (item 10aii) the ‘LDV’ should have read ‘LDP’ (Local Development Plan)
	2. **Cllr Martin** confirmed that he would look at the memorial on Saturday 9th in anticipation of the service on the Sunday, and would remove any build up of leaves. The **Clerk** confirmed that she would deliver the wreath to Cllr Martin
4. **Actions from previous minutes:**
5. **Correspondence**
	1. NALC. County Officer. Response to query regarding District Councillors on Planning Committees discussing applications at PC level. The County Officer had responded to the Clerk’s request for advice as follows:

‘*if both Councillors are on Planning panels at NNDC, they should speak to the NNDC monitoring officer or Chief planner for guidance before the application comes up at HPC. IN my view, if they had already voted / expressed an opinion on a planning matter at HPC, they would be unable to take part when that same item was dealt with at NNDC, due to them being deemed as already having pre-determined views on that application’*.

The Clerk suggested that the relevant Cllrs speak to the NNDC monitoring officer, and that they do not take part in PC planning discussions or sit on the PC Planning Committee

* 1. Liam Harmer. Decay test on Oak Tree. Mr Harmer was in the process of organising the decay test. Noted
	2. Rotary Club. Note of intention to plant more crocus bulbs at Ropes Hill. This was agreed. **The Clerk** would write to the Rotary Club accordingly
	3. BA/2019/0363/TPOA. Pine Tree Cottage, 2 Lower Street. Reduction of Oak. Noted
1. **Finances:**
	1. Cllr Martin had not seen the accounts for the month but would be emailed the bank reconciliation by the Clerk in the following days
	2. **Receipts:**
		1. NNDC. Precept and Grant. Precept £9474. Grant £293. Total £9767
	3. The following payments were authorised:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Date** | **Payee** | **Description** | **Chq No** | **Amount** | **VAT** |
| 1.11.19 | Ralph Morris | Litter Picking  | S/O | 130.00 |  |
| 4.11.19 | Clerk | Salary for October | 2471 | 569.61 |  |
| 4.11.19 | Carol Gilden | September gardening | 2472 | 129.50 |  |
| 4.11.19 | HMRC  | Tax (paid by Clerk) | 2473 | 43.80 |  |
| 4.11.19 | Nest | Pension August | DD | 101.50 |  |
| 4.11.19 | Royal British Legion | Wreath / Donation | 2474 | 50.00 |  |
| 29.10.19 | URM | Glass | DD | 21.60 | 3.60 |
| 4.11.19 | Keith Buck | Fitting of safagrass matting | 2475 | 25.00 |  |
| 4.11.19 | St Benet PCC | Donation for hire of St Benet’s Hall | 2476 | 500.00 |  |

1. **Asset Management.**
	1. Cllr Varley explained that the wrap for the TT table would cost £150. Cllr Iddon suggested that the wrap was not required and that the table could be cleaned up and left until the spring. This was **AGREED**. Cllrs Varley and Mancini-Boyle would remove the current wrap
2. **Parish Councillor reports.**
	1. Cllr Mancini-Boyle noted that the soft-close on the fencing was not working properly and the fencing in general needed some work on the kickboards. **The Clerk** would arrange for NGF to look at the fencing and revert with suggestions
3. **Parishioners’ Matters: The meeting was adjourned at 7.39 pm for public participation**
	1. **District / County Councillor report**
	2. **Public Session**

There was a query regarding the drainage on Ferry Road. Cllr Iddon noted that Ferry Marina / Kingline were providing manpower, fuel and pump 24/7 for the pump when the road floods. **The Clerk** would write to Anglian Water and copy the County and District Councillors

**The meeting was reconvened at 7.39pm**

1. **Planning:**
	1. **Planning applications received**
	2. Planning applications received:
		1. BA/2019/0343/COND. Haughs End Road, Lower Street, Hoveton. Amendment to monitoring plan and wording regarding weather conditions, variation of conditions 7 and 14 of permission BA/2016/0228/COND. No response sent
		2. BA/2019/0299/HOUSEH. 3 Bureside Estate, Crabbetts Marsh. Extension to west elevation of dwelling. **Supported**
		3. PF/19/1845. Breydon, Lower Street. Single storey side extension. **Supported**
	3. Planning decisions received: None
	4. BA Conservation area consultation – decision to be made regarding the proposed boundary changes. Following discussion, the Council **AGREED** that the January meeting would be given over to discussion regarding the proposed changes to the conservation area (to be confirmed at the December meeting depending on timetables). **The Clerk** would also ask the BA for confirmation of their timetable dates
2. **Agenda items**
	1. To consider alterations to the Planning TOR, circulated by email to Councillors. The AM committee agreed to review this and revert to the PC
	2. To consider actions / further discussions regarding climate change adaptation and mitigation. This item was postponed to a future meeting due to priority being given to other items on the agenda
	3. To consider putting forward a representative to attend a meeting with the VH and a potential new local football team, and to consider what charge the PC might make for the use of the recreation ground. The Council discussed this and **AGREED** to nominate Cllr Iddon to attend the meeting and represent the PC. The PC also gave Cllr Iddon the autonomy to inform the football team of the rent, depending on circumstances as they became apparent at the meeting. The Council advised that a figure of between £100 and £200 would be acceptable
	4. To consider a request from a parishioner to hold Christmas Carols around the tree on Wednesday 18th December. **AGREED. The Clerk** would write to the parishioner
	5. To confirm meeting dates for the calendar year 2020. **AGREED**
3. **To list items for the Horning Reach Parish News:**
	1. None
4. **To identify a Parish Councillor to undertake the playground log for the month.** Cllr Mancini-Boyle would undertake the checks for the month
5. **HTo identify other items at the Chairman’s discretion:** Cllr Varley would start a NNDC Big Society bid for the work required to the log slide

**The Clerk** would speak with the litter picker contractor

1. **To identify the next venue for the SAM2 sign.** It was noted that Hoveton PC could work with Horning PC to slow Bewilderwood traffic down with a dual approach with Sam2 signs on the Hoveton Road. **The Clerk** would speak with the Chairman to note that the SAM2 sign could therefore be placed at Ropes Hill during August 2020
2. **Closure of meeting at 8.40 pm**
3. **To confirm that the next meeting will take place in St Benet’s Hall on Monday 2nd December 2019 in St Benet’s Hall at 7pm**