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ISSUE DATE: 26 November 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 2nd December 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 4th November 2019, and matters arising.

1. **Actions from previous minutes**

To report any actions and updates from previous minutes

1. **Correspondence**
	1. Horning PCC. Reminder that the Parish Council owns the War Memorial and that the inscribed letters are becoming hard to read
	2. BA. Work on tree under TPO. BA/2019/0397/TCAA. Horning Sailing Club. Remove and replace tree
	3. PCC. Thank you letter for donation
	4. NGF Play. Response to query regarding fencing
2. **Finance**
	1. To receive confirmation of finances
	2. To note receipts: none
	3. To agree and authorise payments

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| --- | --- | --- | --- | --- | --- |
| **Date** | **Payee** | **Description** | **Chq No** | **Amount** | **VAT** |
| 2.12.19 | Ralph Morris | Litter Picking  | S/O | 130.00 |  |
| 2.12.19 | Clerk | Salary for November | 2477 | 579.01 |  |
| 2.12.19 | SLCC | Subscription | 2478 | 53.67 |  |
| 2.12.19 | HMRC  | Tax (paid by Clerk) | 2479 | 43.80 |  |
| 2.12.19 | Nest | Pension August | DD | 101.50 |  |
| 2.12.19 | Carol Gilden | October grass cutting | 2480 | 110.00 |  |
| 30.11.19 | URM | Glass | DD | 9.00 | 1.50 |
| 2.12.19 | NNDC | Uncontested Election | 2481 | 12.79 |  |

1. **Asset Management.** To receive the report from the Asset Management Committee, including
	1. Bench audit
2. **Parish Councillor reports.** To receive any Parish Councillor reports and updates, including:
	1. Training update. Clerk to attend training in January. Councillors have received training ideas by email
	2. Cllr Iddon. Football Club update

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.**
	1. To receive any update on the conservation area appraisal
	2. Planning applications received:
		1. PU/19/1969  Barns at Ropes Hill Farm, Neatishead Road, Horning, Norwich. Change of use of 2 agricultural buildings to 3 dwelling houses
	3. Planning Decisions:
		1. BA/2019/0261/COND. Bewilderwood. Change of access and egress. Application withdrawn

1. **Agenda items. To discuss agenda items**
	1. To consider actions / further discussions regarding climate change adaptation and mitigation.
	2. To consider if the January Parish Council meeting should be devoted to discussing the appraisal of the conservation area.
	3. To consider the Finance Committee’s precept recommendation, and to sign the precept request accordingly
2. **To list items for the Horning Reach Parish News**
3. **To identify other items at the Chairman’s discretion**
4. **To identify the next venue for the SAM2 sign**
5. **To confirm that the next meeting will take place in St Benet’s Hall at 7pm on Monday 6th January 2020 at 7pm in St Benet’s Hall**
6. **Closure of meeting**