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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 6th January 2020 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 December 2019, and matters arising.

1. **Actions from previous minutes**

To report any actions and updates from previous minutes

1. **Correspondence**
	1. Savills. Standing order mandate to be signed by PC bank signatories
	2. NNDC. Invitation to attend a meeting at NNDC offices to discuss VE day 75th anniversary celebrations. Monday 20th January 10am
	3. NCC. BT payphone removal consultation
	4. Hoveton parishioner. Request for allotment
	5. Parishioner complaint. Fence at end of Kimberley Terrace / Avenue footpath
	6. St Benet’s Hall. Confirmation of booking for Thursday 20th February at 6.30pm for Councillor training
	7. BA. New mooring signs on Parish Staithe
	8. NNDC. Parish Liaison meeting. Wednesday 22nd January. 6.30pm at NNDC offices
	9. NNDC. BA/2019/0397/TCAA. Horning Sailing Club. Remove and replace unknown species tree. Approved
	10. NNDC. BA/2019/0363/TPOA. Pinetree Cottage, 2 Lower Street. Consent in part. Width reduction approved, height reduction not approved
2. **Finance**
	1. To receive confirmation of finances
	2. To note receipts:
		1. Bowls Club. £5
		2. NCC. Recycling. £532.22
	3. To agree and authorise payments

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| **Date** | **Payee** | **Description** | **Chq No** | **Amount** | **VAT** |
| 6.01.20 | Ralph Morris | Litter Picking  | S/O | 130.00 |  |
| 6.01.20 | Clerk | Salary and expenses | 2482 | 555.36 |  |
| 6.01.20 | HMRC  | Tax (paid by Clerk) | DD | 44.00 |  |
| 6.01.20 | Nest | Pension | DD | 101.50 |  |

1. **Asset Management.** To receive the report from the Asset Management Committee
2. **Parish Councillor reports.** To receive any Parish Councillor reports and updates, including:
	1. **Cllr Mancini-Boyle.** Playground report

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. BA/2019/0374/CLEUD. Plot K, Bureside Estate, Crabbetts Marsh, Horning. Confirmed as not lawful
		2. RE: BA/2019/0410/FUL.Heron Lodge, 98 Lower Street. Replacement dwelling. Supported by email
		3. BA/2019/0425/HOUSEH. Abbots Cottage, Upper Street. Single Storey rear / side extension. Response sent as ‘no comment’

1. **Agenda items. To discuss agenda items**
	1. To discuss the Conservation Area appraisal as outlined by Cllr Seddon
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 3rd February 2020 at 7pm in St Benet’s Hall**
6. **Closure of meeting**