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**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 March 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 3rd February 2020, and matters arising.

1. **Actions from previous minutes**

To report any actions and updates from previous minutes

1. **Correspondence**
	1. NCC. ENQ900157613. Cedar Grange / Lower Street. Response from Highways regarding standing water
	2. BA. Broads Parish Forum. Wednesday 18th March. 6.30pm to 8.30pm, Yare House
	3. Clerk. Agreement given to parishioners to purchase flowers for planters
	4. Community Heartbeat Trust. Village Hall defibrillator
	5. Litter picking contractor. Request for a deputy
2. **Finance**
	1. To receive confirmation of finances
	2. To note receipts:
	3. To agree and authorise payments

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| --- | --- | --- | --- | --- | --- |
| **Date** | **Payee** | **Description** | **Chq No** | **Amount** | **VAT** |
| 2.3.20 | Ralph Morris | Litter Picking  | S/O | 130.00 |  |
| 2.3.20 | Clerk | Salary and expenses | 2489 | 582.69 |  |
| 2.3.20 | HMRC  | Tax (paid by Clerk).  | 2490 | 46.93 |  |
| 2.3.20 | Nest | Pension (in part from Clerk salary) | DD | 104.11 |  |
| 2.3.20 | Patrina \*\*\* | Litter picker | 2491 | 18.99 | inc |
| 29.2.20 | URM | Glass | DD | 18.00 | 3.00 |
|  | CGM | Grounds Maintenance | DD | 81.80 | 13.63 |
| 2.3.20 | NALC | Training (£70 to be reimbursed by Hoveton PC | 2492 | 300.00 | 50.00 |

1. **Asset Management.** To receive the report from the Asset Management Committee
	1. To receive a request to replace the old bench at the Village Green outside St Benet’s Hall with a new one – approximately £640
2. **Parish Councillor reports.** To receive any Parish Councillor reports and updates, including:
	1. Playground report (new inspection book to be handed from Cllr to Cllr)
	2. GDPR

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. Planning applications received
2. **Agenda items. To discuss agenda items**
	1. To receive a presentation from Kate Knights of the Broads Authority, regarding the Conservation Area appraisal
	2. To consider reviewing rent for allotments, and to consider reviewing the allotment allocations
	3. To review communication with villagers including the Horning Reach
	4. To consider moving a dog bin from one location to near the church, or purchasing a new dog bin
	5. To set donations for the f/y 2020/2021
		1. Donation request from Priscilla Bacon Hospice
		2. Donation request from Cromer Community and Hospital Friends Committee
3. **To list items for the Horning Reach Parish News**
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 6th April 2020 at 7pm in St Benet’s Hall**
7. **Closure of meeting**