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**Parish Council agenda**

**Due to Covid-19, the Parish Council will not be holding the meeting in person, but will be circulating and publishing the basic information for the month, including a list of payments, below**

1. **Correspondence:**
	1. Application for works to trees: Application Number: BA/2020/0164/TPOA, Plot 85, Bureside Estate, Crabbetts Marsh, Horning Proposal: T1: Conifer – remove
	2. Complaints regarding vehicles parked overnight and long term on the Restricted Byway
	3. Approval given to a yoga studio and a fitness group to hold classes on the Recreation Ground. Risk assessments received for both groups
	4. BA. New flood risk SPD adopted (email circulated)
	5. Approval given, subject to further information received and to risk assessment and plans received, to the Staithe and Willow for socially distanced dining on the Village Green (for a set duration during the pandemic)
	6. Playground inspection booked for 15th June 2020
2. **Confirmation of finances.** The PC Chairman and the Chairman of the Finance Committee have approved the bank reconciliation and checked it against bank statements for the month
3. **Finances**
	1. To note receipts:
		1. £500 Groundwork UK. Grant for Covid-19 support
	2. To agree and authorise payments. These cheques will be written by the Clerk and posted, in stamped addressed envelopes and together with remittance advices, to The Chairman and the Vice-Chairman for signature:

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| --- | --- | --- | --- | --- | --- |
| **Date** | **Payee** | **Description** | **Chq No** | **Amount** | **VAT** |
| 1.6.20 | Ralph Morris | Litter Picking  | S/O | 130.00 |  |
| 1.6.20 | Clerk | Salary and expenses  | 2501 | 561.80 |  |
| 1.6.20 | HMRC  | Tax (paid by Clerk).  | 2502 | 44.80 |  |
| 1.6.20 | Nest | Pension (in part from Clerk salary) | DD | 102.81 |  |
| 1.6.20 | URM | Glass | DD | 16.20 | 2.70 |
| 1.6.20 | CGM | Grounds Maintenance | DD | 81.80 | 13.60 |
| 1.6.20 | Carol Gilden | Grass cutting March, April, May | 2503 | 275.00 |  |
| 1.6.20 | Glasdon UK Ltd | Elwood Seat bench | 2504 | 768.56 | 128.09 |

1. **Agenda items**
	1. To receive the new allotment plan, incorporating a set of allotments which have been recently given up by an allotment tenant (via email from the Chairman)
	2. To consider options regarding Hoveton parishioners renting Horning Parish Council allotments (via email from the Chairman)
	3. To consider an insurance 3 year long term agreement (devolved to Cllr Martin)

1. **Planning.**
	1. Planning applications received:
		1. BA/2020/0019/HOUSEH. First floor extension with new roof, Somerville, Ropes Hill. Cllr Seddon to review and circulate thoughts
2. **To list items for the Horning Reach Parish News:**
	1. Allotment vacancies available
3. **To confirm that the next meeting is due to take place in August due to holidays in July. Due to the present crisis, the Council may hold the July meeting as a Zoom meeting (by telephone or computer). To be confirmed following further government guidance**