**HORNING PARISH COUNCIL**

**HHHHMinutes of a Parish Council Meeting**

**held on Monday 5th October 2020 at 7pm on Zoom**

**Present:**

**Cllr R Martin (Chairman)**

**Cllr A Varley**

**Cllr P Avellino**

**Cllr A Seddon**

**Cllr A Darby**

**Cllr P Iddon**

**Cllr R Cavendish**

**Clerk / RFO: Jo Beardshaw**

**Number of Parishioners: 2**

1. **Apologies.** Cllr Davis had sent his apologies, which were accepted
2. **Declarations of Interest.** Cllr Varley identified that as a District Councillor he may have an interest in some applications because he sits on the planning committee at District.
3. **Minutes of the previous meeting.** 
   1. To receive and approve the minutes of the Zoom meeting held on Monday 7th September 2020, and matters arising. **APPROVED**
4. **Actions from previous minutes:** 
   1. The Chairman thanked Cllr Iddon very much for fixing the gate on the playground.
5. **Correspondence**
   1. The BA. Consultation on two documents: ‘Peat Guide’ and ‘Residential Moorings Guide’. The Clerk asked if Councillors would like to see these draft documents. Cllr Varley asked **The Clerk** to send him the consultations
   2. Village Hall car park licensee. Request agreed to put small sign on Lower Street steps. Noted
   3. The BA. Appraisal of conservation area – consultation event cancelled. Noted
6. **Finances:**
   1. Cllr Martin confirmed the accounts for the month
   2. **Receipts:** 
      1. £100. Football Club
      2. £9632. Parish Precept 2nd instalment. NNDC
   3. The following payments were authorised:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Date** | **Payee** | **Description** | **Chq No** | **Amount** | **VAT** |
| 5.10.20 | Ralph Morris | Litter Picking | S/O |  |  |
| 5.10.20 | Clerk | Salary and expenses (plus back pay since April for salary change £94.80 | 2519 | 660.64 |  |
| 5.10.20 | HMRC | Tax (paid by Clerk). | 2520 | 67.00 |  |
| 28.9.20 | Nest | Pension (in part from Clerk salary) | DD | 122.72 |  |
| 5.10.2020 | Norfolk ALC | Re-write of chq 2492 lost in post at NCC | 2521 | 300.00 | 50.00 |
| 5.10.20 | URM | Glass | DD | 25.20 | 4.20 |
| 5.10.20 | CGM | Grounds Maintenance | DD | 81.80 | 13.63 |
| 5.10.20 | Royal British Legion | Poppy Appeal donation Poppy Appeal 2020 | 2522 | 50.00 |  |
| 5.10.20 | Carol Gilden | August work – cutting of sign, weeding of steps | 2523 | 96.00 |  |
| 5.10.20 | St Benet’s PCC | Annual donation | 2524 | 500.00 |  |
| 5.10.20 | Savills | Allotment rent six months to 10/10/20 | DD | 262.50 |  |

1. **Asset Management.** 
   1. Cllr Varley noted that he had spoken with the potential donor of a new picnic bench, and had sent her some options to chose a bench. He also noted that the location of the bench would need to be agreed. Cllr Darby explained that he felt that the obvious location for the new bench was adjacent to the big slide. Cllr Varley noted that the local contractor had replaced the light on the steps, and noted that the invoice for this work was very high due to two lights being purchased and very expensive light bulbs.
   2. Cllr Varley initiated a discussion regarding donations boxes. It was agreed that additional donation boxes would not give a return on investment on a new donation box
   3. Cllr Avellino had received two quotations on having bus stops cleaned. The Council **AGREED** a quotation for £20 per bus stop. **The Clerk** would instruct the work and would arrange payment at the November meeting.
   4. Cllr Darby and **The Clerk** were given delegated authority to purchase a new uplighter at a reasonable cost
2. **Parish Councillor reports.** 
   1. Playground report (new inspection book to be handed from Cllr to Cllr). Cllr Varley retained the playground inspection book and would undertake the inspection for a further month. Cllr Varley noted that he had undertaken the playground inspection and that all was in order
   2. Clerk. Slipway upgrade. The Clerk explained that GT Rochester Plant Hire had put in a quotation for the works and to investigate where necessary. It was **AGREED** that **The Clerk** would instruct GT Rochester to undertake the works at a value of between £500 and £750 based on how much work would be required
   3. **Cllr Iddon** would check to see if there is a liability notice near the slipway. If there was no liability notice, **the Clerk** would order one as required
   4. Retail Van. **Cllr Davis** had given the retail van owners a provisional license until he could write a license. The Council agreed that this was a good idea
3. **Parishioners’ Matters: The meeting was adjourned at 7.40 pm for public participation**
   1. **District / County Councillor report**

Cty Cllr Price informed the Council that he had financed (from his Highways Budget) a drop kerb at the Mill Hill / Lower Street junction. Councillors suggested that Cllr Price check that the pavement is owned by NCC. In particular Cllr Seddon noted that NCC do not own the pavement outside the Post Office

A discussion was held regarding the huge problems with flooding on Ferry Road

District Cllr Varley noted that the NNDC Covid hotline number had been reinstated following a return to Covid concerns. He also noted that NNDC had removed the Horning PC sign outside the Lower Street WCs and had put an NNDC sign up. Noted

* 1. **Public Session**

**The meeting was reconvened at 8.04 pm**

1. **Planning:** 
   1. **Planning applications received**
      1. Cllr Seddon noted that the Neatishead Air Defense Museum had put in another application and that he had reviewed it on behalf of the Council
2. **Agenda items**
   1. To confirm the Unity Bank declaration and mandate signatories. The Clerk explained that the process was underway regarding the moving of bank accounts to Unity Bank. She confirmed that the bank signatories were Cllrs Martin, Davis, Avellino and Iddon
   2. To consider plans for 11/11 and the cleaning of the war memorial for the Remembrance Day service at the Church. The Chairman (Cllr Martin) kindly agreed to clean and sort out the area around the War Memorial
   3. To confirm a date in November for the Finance Committee meeting / precept setting meeting. It was noted that this meeting was planned for Monday 16th November 2020
   4. To consider writing to Duncan Baker MP concerning Ludham Bridge. **The Clerk** outlined concerns regarding Ludham Bridge and the safety of boats at the bridge and the impact on the Ludham Bridge Boatyard. The Council **AGREED** that the Clerk should write to Duncan Baker MP asking him to review the problem when he visits Ludham Bridge for a forthcoming meeting
3. **To list items for the Horning Reach Parish News** 
   1. NNDC hotline
   2. Zoom meetings for the remainder of the year
   3. Work to be carried out to slipway
   4. Bottle bank full – telephone number
4. **HTo identify other items at the Chairman’s discretion:**
5. **To identify the next venue for the SAM2 sign.** The Sam2 sign would be placed at Ludham Bridge, then at Ropes Hill
6. **Closure of meeting at 8.27pm**
7. **To confirm that the next meeting will take place on Monday 9th November 2020 at 7pm on ZOOM**