local council award scheme foundation

**NOTICE OF A PARISH COUNCIL MEETING**

**To Members of the Council**: You are hereby summoned to attend a Horning Parish Council **Meeting ON ZOOM** on **Monday 1st February 2021 at 7pm**  for the purpose of transacting the following business:  
Jo Beardshaw Parish Clerk / RFO

Jo Beardshaw is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

https://us02web.zoom.us/j/6049531728

Meeting ID: 604 953 1728

To telephone meeting: 0203 481 5237

**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 January 2021, and matters arising.

1. **Actions from previous minutes**

To report any actions and updates from previous minutes

1. **Correspondence**
   1. HMRC. VAT reclaim confirmation. £997.49
   2. NCC. New communications cabinet for improved mobile phone coverage in the village
   3. NNDC. Postal voting for elections
   4. Parishioner. Concerns regarding flytipping on footpath near Cedar Grange
2. **Finance**
   1. To receive confirmation of finances
   2. To note receipts

None

* 1. To agree and authorise payments

**Cancel cheque number 2533 to Carol Gilden (£155 as not received)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Date** | **Payee** | **Description** | **Chq No** | **Amount** | **VAT** |
| 2.2.21 | Ralph Morris | Litter Picking | S/O | 130.00 |  |
| 2.2.21 | Clerk | Salary and expenses | - | 567.22 |  |
| 2.2.21 | URM | Glass | DD | 32.22 |  |
| 2.2.21 | NEST | Pension (part paid by Clerk) | DD | 105.66 |  |
| 2.2.21 | HMRC | Tax | - | 47.80 |  |
| 2.2.21 | Horning Village Hall | Electricity for 2019/2020/2021 | - | 90.00 |  |
| 2.2.21 | Carol Gilden | Gardening from November and October 2020 | - | 275.00 |  |

1. **Asset Management.** To receive the report from the Asset Management Committee
   1. Update on picnic bench request from parishioner
   2. New bench requested in memoriam for parishioner
2. **Parish Councillor reports.** To receive any Parish Councillor reports and updates, including:
   1. Clerk. GDPR update
   2. Cllr Varley. Playground report
   3. Chairman. Unity Trust update
   4. Clerk. Allotment 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. Planning applications received
      1. PU/20/2596. Agricultural Building (West Barn) Neatishead Road. Change of use of agricultural building to dwellinghouse (Class C3) with building operations reasonably necessary for the conversion (determination as to whether prior approval is required).
      2. BA/2021/0024/HOUSEH. Hill House, Ropes Hill. Proposed single storey side extension with lean-to roof
   2. Planning decisions received:
      1. BA/2020/0389/COND. 3 Bureside Estate, Still Waters, Crabbetts Marsh. Removal of upper floor of approved extension, variation of ondition 2 and removal of condition 6 of permission. **Approved**

1. **Agenda items. To discuss agenda items**
   1. To consider meeting dates for 2021
   2. To consider an internet banking policy
   3. To consider a benches policy
2. **To list items for the Horning Reach Parish News** 
   1. Census 2021. March 21st
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 on Zoom at 7pm on Monday 1st March 2021 at 7pm**
6. **Closure of meeting**