**HORNING PARISH COUNCIL**

**HHHHMinutes of a Parish Council Meeting**

**held on Monday 1ST February 2021 at 1900 hrs on Zoom**

**Present:**

**Cllr I Davis (Chairman)**

**Cllr P Avellino**

**Cllr P Iddon**

**Cllr A Varley**

**Cllr R Cavendish**

**Cllr A Seddon**

**Cllr A Derby**

**Cllr R Martin**

**Clerk / RFO: Jo Beardshaw**

**Number of Parishioners: none**

1. **Apologies.** All Cllrs were present
2. **Declarations of Interest.** Cllr Varley noted an interest on the basis that he sits as a District Cllr on the Planning Committee at the District Council
3. **Minutes of the previous meeting.** 
   1. To receive and approve the minutes of the Zoom meeting held on Monday 4th January 2021, and matters arising. **APPROVED**
4. **Actions from previous minutes:** None to report not elsewhere on the agenda
5. **Correspondence**
   1. HMRC. VAT reclaim confirmation. £997.49. Noted
   2. NCC. New communications cabinet for improved mobile phone coverage in the village. The Clerk explained that NCC had been in touch with the Council to discuss the detail of a new communications cabinet, and whilst the Council could do little to affect the situation, it could perhaps request that the cabinet be more sympathetically incorporated into the chosen location, which the Clerk had done at the time.
   3. NNDC. Postal voting for elections. The Clerk explained that the County Council and Police Commissioner elections were coming up on 6th May 2021, and that if Parishioners wished to vote via post rather than in person they could register to do so. The Clerk recommended that this be included as an item in the Horning Reach, which the Council agreed.
   4. Parishioner. Concerns regarding flytipping on footpath near Cedar Grange. Cllr Iddon kindly offered to look at this. The Clerk had spoken with NNDC about this, who would also keep an eye on any future fly-tipping
6. **Finances:**
   1. Cllr Martin would look at the statement for the month
   2. **Receipts:** 
      1. None
   3. The following payments were authorised: The Clerk noted that these payments would not be made until the account was confirmed as open with sufficient funds in it

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| **Date** | **Payee** | **Description** | **Chq No** | **Amount** | **VAT** |
| 1.2.21 | Ralph Morris | Litter Picking | S/O | 130.00 |  |
| 1.2.21 | Clerk | Salary and expenses | - | 567.22 |  |
| 1.2.21 | URM | Glass | DD | 32.22 |  |
| 1.2.21 | NEST | Pension (part paid by Clerk) | DD | 105.66 |  |
| 1.2.21 | HMRC | Tax | - | 47.80 |  |
| 1.2.21 | Horning Village Hall | Electricity for 2019/2020/2021 | - | 90.00 |  |
| 1.2.21 | Carol Gilden | Gardening from November and October 2020 | - | 275.00 |  |
| 1.2.21 | NALC | Cllr training | - | 54.00 |  |

1. **Asset Management.** 
   1. Update on picnic bench request from parishioner. Cllr Varley noted that he had received a spreadsheet from the Clerk confirming which potential donors were interested in donating a bench for the recreation ground.
   2. New bench requested in memoriam for parishioner. There was no further update on this subject
2. **Parish Councillor reports.** 
   1. Clerk. GDPR update. The Clerk noted that this item would be retained on the agenda, but that there was no update during the month. The Clerk and Chairman continued to research whether dropbox was appropriate within the confines of GDPR
   2. Cllr Varley. Playground report. Cllr Varley noted that he had undertaken the playground report as usual. The Chairman thanked Cllr Varley for his work on this
   3. Chairman. Unity Trust update. The Clerk noted that the Unity Trust bank would be up and running within 4 days. The switch had started 3 days previous and Barclays had confirmed the switch. The payments would therefore be put through as soon as the switch had been made
   4. Clerk. Allotment update. The Clerk had attended the allotments during the day and had checked measurements for the six new allotments. The Chairman noted that six new allotments had been let since the new area had been vacated. The Clerk would follow up with Hoveton PC again, to ensure that the potential arrangement was still in the process of being considered by Hoveton PC
3. **Parishioners’ Matters: The meeting was adjourned at 1932 hrs for public participation**
   1. **District / County Councillor report.** Cty Cllr Price had attended the meeting and gave a report regarding flooding. He noted that there are 36 organisations in Norfolk who deal with flooding risk assessment. NCC were working on a plan to ensure that these organisations work together

Cty Cllr Price noted that there were many flooding incidents in the county at present. Cllr Iddon noted that the flooding outside the Kingline Cottages was 15” deep (1st February).

* 1. Cllr Varley gave a report in his capacity as District Councillor and covered the current C-19 statistics
  2. **Public Session**

**The meeting was reconvened at 1943 hrs**

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). Cllr Seddon explained that the Council would not be responding to this application but that it would await the response from NNDC with interest
      2. BA/2021/0024/HOUSEH. Hill House, Ropes Hill. Proposed single storey side extension with lean-to roof. The Council **Supported**  this application
   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 condition 2 and removal of condition 6 of permission. **Approved.** Noted
2. **Agenda items**
   1. To consider meeting dates for 2021. **Approved**
   2. To consider an internet banking policy. The Council **AGREED** to provisionally accept the policy and the **Clerk** would put together a workflow document as an appendix. Cllr Martin, who had not had an opportunity to review the policy, would do so during the month and confirm. *Note: Cllr Martin had approved the policy the following day, but changed the name of the policy to ‘Banking Policy’ as it covers more than the online element*
   3. To consider a benches policy. Cllr Varley would make amendments to the benches policy as recommended by the Chairman and would revert
3. **To list items for the Horning Reach Parish News** 
   1. Census 2021. March 21st
   2. Potential allotment arrangement with Hoveton
   3. Postal voting
   4. Precept explanation
4. **HTo identify other items at the Chairman’s discretion:** 
   1. The Clerk had received a letter from a parishioner noting that two live-aboard boats were permanently moored on the Village Staithe. **The Clerk** would write to the Broads Authority. **The Clerk** would also send a letter to **Cllr Iddon**, who would put a note on the windscreen of the vehicle beside the car. The County and District Cllrs would also write to the BA
5. **To identify the next venue for the SAM2 sign.** The Chairman noted that the SAM2 wasn’t up for the duration of Covid-19
6. **To confirm that the next meeting will take place on Monday 1st March 2021 on Zoom at 7pm**
7. **Closure of meeting at 2007 hrs**