local council award scheme foundation

**NOTICE OF A MEETING OF THE PARISH COUNCIL**

**To Members of the Council**: You are hereby summoned to attend a Horning Parish Council Meeting **IN THE VILLAGE HALL ANNEXE** on **Monday 6th December 2021 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 1st November 2021, and matters arising.

1. **Actions from previous minutes**

To report any actions and updates from previous minutes

1. **Correspondence**
   1. St Benet’s PCC. Thank you letter for donation and a note that the donation will go towards the mowing of the Churchyard
2. **Finance**
   1. To receive confirmation of finances
   2. To note receipts
   3. To agree and authorise payments

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Date** | **Payee** | **Description** | **DD/SO / BACS** | **Amount** | **VAT** |
| Dec 2021 | Ralph Morris | Litter Picking | S/O | 130.00 |  |
|  | Clerk | Salary and expenses | BACS | 599.83 |  |
| 07/10/2021 | URM | Bottle bank | DD | 58.68 | 9.78 |
|  | CGM | Landscaping | DD | 84.26 |  |
| 28/11/2021 | NEST | Pension (part paid by Clerk) | DD | 105.66 |  |
|  | HMRC | Tax | BACS | 29.60 |  |
|  | Carol Gilden | Sign and green cut | BACS | 154.00 |  |

1. **Asset Management.** To receive the report from the Asset Management Committee, including:
   1. Village Hall car parking
   2. Benches update
   3. Update on any discussions regarding Waterworks Green
2. **Parish Councillor reports.** To receive any Parish Councillor reports and updates, including:
   1. Cllr Varley. Playground report

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. BA/21/2954. Greenleas, Upper Street, Horning. Change of use from domestic garage to Annex. Response required prior to the meeting
   2. Planning application decisions:
      1. None
2. **Agenda items. To discuss agenda items**
   1. To consider ideas for options and consultation for reducing the width of the restricted byway in order to dissuade car drivers from parking along the byway in front of the Village Green
   2. To discuss options regarding Waterworks Staithe
   3. To consider where meetings in early 2022 should be held (considering Covid measures)
   4. To consider the budget for 2022/2023
   5. To consider donations for 2022/2023
   6. To confirm a date for the January meeting 2022
   7. To consider a request for a donation of a bench for the Village Green
   8. To consider projects for the new Community Safety Programme:
      1. Restricted byway safety
      2. Waterworks Lane Common land – new tarmac required
3. **To list items for the Horning Reach Parish News:**
4. **To identify other items at the Chairman’s discretion**
5. **To confirm that the next meeting will take place in the Mill Suite at 7pm on Wednesday 5th January 2022**
6. **Closure of meeting**