**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 7th February 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 6th December 2021, and matters arising.

1. **Actions from previous minutes**

To report any actions and updates from previous minutes

1. **Correspondence**
   1. Clerk. Update on noticeboard
   2. Visitor. Complaint regarding potholes on the restricted byway. Highway Engineer checking
   3. BA/2022/0034/TCAA. Application for works to trees. Staithe n Willow, Lower Street. Conifer: crown reduction of 2 feet
   4. Parishioner. Complaint regarding kerb on Lower Street
   5. Clerk. Update on posts for Village Staithe
   6. Unity Trust. Update on mandate
2. **Finance**
   1. To receive confirmation of finances
   2. To note receipts
   3. To agree and authorise payments

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| --- | --- | --- | --- | --- | --- |
| **Invoice Date** | **Payee** | **Description** | **DD/SO / BACS** | **Amount** | **VAT** |
| Feb 2022 | Ralph Morris | Litter Picking | S/O | 130.00 |  |
|  | Clerk | Salary and expenses | BACS | 615.68 |  |
|  | URM | Bottle bank | DD | 18.08 | 3.03 |
|  | CGM | Landscaping | DD | 84.00 | 14.00 |
|  | NEST | Pension (part paid by Clerk) | DD | 105.66 |  |
|  | HMRC | Tax | BACS | 29.40 |  |
|  | Carol Gilden | Sign and green cut and leaf clearing in November and December | BACS | 115.50 |  |
| 19/01/2022 | Norfolk ALC | Training January 2022 | BACS | 60.00 | 12.00 |

1. **Asset Management.** To receive the report from the Asset Management Committee, including:
   1. Village Hall car parking – one quotation received, another to come
   2. Benches update – offers sent to the list of applicants
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. EF/22/0067. Greenleas. Upper Street, Horning. Lawful development certificate for proposed change of use for proposed detached garage as garden room. No comment.
      2. PF/21/3426 - Horning - 75 Lower Street, Horning, Norwich. Some concerns noted such as sewerage and parking
   2. Planning application decisions:
      1. BA/2021/0329/FUL Proposal : Replace 920m timber quay heading with steel quay heading, timber waling and capping. Approved subject to conditions
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 consider a request to scatter ashes on the village green
   3. To discuss an offer of co-ordination of a general tidy up of the village prior to the Boat Show and Queen’s Jubilee weekend.
   4. 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 Tuesday 7th March 2022**
6. **Closure of meeting**