local council award scheme foundation

**NOTICE OF THE ANNUAL MEETING OF THE PARISH COUNCIL**

**To Members of the Council**: You are hereby summoned to attend **THE ANNUAL Horning Parish Council** **Meeting in St Benet’s Hall** on **Wednesday 4th May 2022 at 7pm (following the Annual Parish Meeting)** 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. **To elect a Chairman.** Declaration of acceptance of office signed.
4. **To elect a Vice-Chairman.** Declaration of acceptance of office signed.
5. **To consider members of committees for the year**
6. **To confirm that all Councillors have read and understood the Code of Conduct, Standing Orders and Financial Regulations**
7. **Minutes of the previous meeting**

To receive and approve the minutes of the meeting held on Monday April 4th 2022, and matters arising.

1. **Actions from previous minutes**

To report any actions and updates from previous minutes

* 1. Clerk. Defibrillator update
  2. Chairman. Mill Hill Bench update
  3. Parishioner. Request for table on the Village Green for the Jubilee ‘Big Lunch’
  4. Parishioners. Various correspondence regarding the road closure
  5. Clerk. Request for a parishioner to source and plant ‘the tree for the Jubilee’ as per details from the housing arboriculturist

1. **Finance**
   1. To receive confirmation of finances
   2. To note receipts
   3. To agree and authorise payments

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **VAT Invoice Date** | **Payee** | **Description** | **DD/SO / BACS** | **Amount** | **VAT** |
|  | Ralph Morris | Litter Picking | S/O | 130.00 |  |
|  | Clerk | Salary and expenses | BACS | 641.57 |  |
|  | CGM | Landscaping | DD | 84.00 | 14.00 |
|  | NEST | Pension (part paid by Clerk) | DD | 107.80 |  |
|  | HMRC | Tax | BACS | 31.60 |  |
|  | Catherine Jeffery | Plants for planters | BACS | 43.09 |  |
|  | Carol Gilden | Gardening outstanding + February and March | BACS | 339.00 |  |
|  | L Harmer | Tree works | BACS | 175.00 |  |
| 05/04/2022 | NBB Recycled Furniture | Wheelchair-friendly table | BACS | 930 | 155.00 |
| 31/03/2022 | URM | Bottle recycling | BACS | 14.40 | 2.40 |
| 19/01/2022 | NALC | VAT on previous invoice unpaid – training course | BACS | 12.00 |  |
| Paid during the month as deposit | Abfab | Beacon | BACS | 950.00 |  |
|  | Kevin Wright | Removal of trip hazard on village green, painting of car park bay lines, work on planters, the noticeboard and benches | BACS | 2198.00 |  |

1. **Asset Management.** To receive the report from the Asset Management Committee
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: None

* 1. Planning application decisions:

1. **Agenda items. To discuss agenda items:**
   1. To determine a suitable location for the beacon
   2. To consider a plan to hold a meeting with Anglian Water and local businesses concerning Ferry Road
   3. To finalise any remaining discussions regarding the Queen’s Platinum Jubilee weekend
2. **To list items for the Horning Reach Parish News**
3. **To identify other items at the Chairman’s discretion**
4. **To confirm that the next meeting will take place in the St Benet’s Hall at 7pm on Monday 6 June 2022**
5. **Closure of meeting**