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 St Benet’s Hall** on **Monday 5th December 2022 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. **To approve the minutes of the previous meeting**

To receive and approve the minutes of the meeting held on Monday 7th November, and matters arising.

1. **To receive details of actions from previous minutes and to receive items of correspondence**

To report any actions and updates from previous minutes and to consider items of correspondence

* 1. Clerk. NCC Highways ENQ number for flooding outside Cedar Grange: ENQ900216712
  2. Clerk. Clarification of litter pick contract regarding dog bins
  3. Clerk. Council division of responsibilities poster
  4. Clerk. Confirmation of new account signatories – Cllrs Burgess and Varley
  5. NALC. Confirmation of national salary scales for 22/23 – backpay from April 2022
  6. Savills. Rent increase for allotments to £600 per annum w/e from 11/10/2023
  7. Cllr Avellino. Confirmation of purchase of the memorial bench
  8. Wroxham Hoveton, Belaugh community care. Thank you note for donation
  9. Clerk. Liaison with Horning Primary School
  10. NCC. Response regarding bottom of the Lower Street steps – patching ground
  11. Cllr Burgess. Update on Beacon maintenance
  12. BA. Tree preservation order – Ropes Hill
  13. NNDC. Veterans Survey. Request for circulation
  14. Horning Primary School. Improved signage requested

1. **Finance**
   1. To receive confirmation of finances
   2. To note all outstanding matters from the internal audit report:
      1. Ensure that the website is WCAG 2.1 accessible
   3. To note receipts:
      1. Anonymous Donor for tree on Mill Hill Green. £1,055
      2. Slipway monies. £86.40
      3. NCC. Sam2 works reimbursement. £831.5
   4. To agree and authorise payments

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| --- | --- | --- | --- | --- | --- |
| **VAT Invoice Date** | **Payee** | **Description** | **DD/SO / BACS** | **Amount** | **VAT** |
|  | Jessica Mckenna | Litter Picking | S/O | 130.00 |  |
|  | Clerk | Salary and expenses | BACS | 667.18 |  |
|  | CGM | Landscaping | DD | 44.94 | 7.49 |
|  | NEST | Pension (part paid by Clerk) | DD | 128.34 |  |
|  | HMRC | Tax | BACS | 69.00 |  |
|  | Carol Gilden | Gardening – sign cut and green cut | BACS | Tbc POSTAL STRIKE |  |
| 31.10.22 | URM | Glass recycling | BACS | 48.96 | 8.16 |
|  | E Buck | Village Hall car park works | BACS | 1,000.00 |  |
|  | SLCC | SLCC membership renewal | BACS | 59.00 |  |
| 18.11.22 | P Avellino (Amazon) | Refund for tree protectors | BACS | 12.99 | 2.17 |
|  | GDC Ltd | Tree and supports | BACS | 1055.00 + VAT |  |

1. **Asset Management.** To receive the report from the Asset Management Committee including recommendations following the annual playground inspection and painting of the beacon
   1. Plaque on wheelchair-accessible bench
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/2022/0397/HOUSEH. 5 Bureside Estate, Herondelle, Crabbetts Marsh. Erection of new domestic boundary fence (max height of 1.6 – 2.4m) retrospective
      2. BA/2022/0299/FUL. 13 Bureside Estate, Crabbett’s Marsh. Extension and alteration to existing chalet and erection of shed
      3. BA/2022/0399/FUL. Spur Road, Crabbetts Marsh. Replace timber quay-heading and decking with plastic quay-heading with timber fascia and timber decking
      4. BA/2022/0410/HOUSEH. Replace timber quay-heading and construct new mooring cut. The White House, Ropes Hill, Horning, Norfolk
   2. Planning application decided:
      1. BA/2022/0342/HOUSEH. Langton, 100, Lower Street. Removal and replace 57 metres of quay heading, 2. replace existing decking, 3. Install x2 klargester water treatment plants, 4. repairs and supportive works to support the boathouse and piling to support
2. **Agenda items. To discuss agenda items:**
   1. To confirm a date for the January meeting – 2nd January agreed but it is a bank holiday – Tuesday 10th January 2023
   2. To consider a rent increase for the allotments to £600 pa
   3. To consider plans for a plinth and plaque
   4. To discuss the Community Infrastructure Levy and to receive information from the District Councillor
   5. To consider the use of SAM2 data and how it is translated and used.
   6. To consider organising a CPR training event and to confirm that there is no clash between Village Hall CPR training
   7. To consider parishioner / parish council engagement and ideas for improving engagement generally
   8. To consider a request to upgrade the armoured cable for the Christmas Tree
   9. To consider and approve a precept demand for 2023/2024 following a precept recommendation and budget from the Finance Committee
3. **To list items for the Horning Reach Parish News:**
   1. Invite all parishioners to meetings
4. **To identify other items at the Chairman’s discretion**
5. **To confirm that the next meeting will take place in the St Benet’s Hall at 7pm on TUESDAY 10TH JANUARY 2023**
6. **Closure of meeting**