

**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 **Tuesday 10th January 2023 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 5th December 2022, 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. NCC Highways flooding outside Cedar Grange: ENQ900216712
	2. Council division of responsibilities poster
	3. Update on First Aid training
	4. Confirmation of May meeting date, elections, Annual meetings – Wednesday 10 May 2023
	5. Vodafone. Open Sure signal devices discontinued
	6. Defibrillator at the New Inn used and re-commissioned and confirmed by the ambulance service
	7. Desmond Hunt – village green power supply
	8. Litter bin / dog bin update
1. **Works to trees:**
	1. Application Number: BA/2022/0488/TCAA Site Location: Heron Lodge , 98 Lower Street. Proposal: T1: Willow (3m in height) - remove to ground level. G2: Alder x2 (7m in height) height reduction of 2.5M and crown reduction of 0.5M. G3: Alder x2 & Willow x2 (8m in height) height reduction of 2.5m and crown reduction of 1m. T4: Willow (10m in height) - repollard back to previous points approx. 7m in height. G5: Birch & Alder x6 - (7m in height) height reduction of 2.5m and crown reduction of 1m. T6: Poplar (8m in height) - pollard to 4m in height. T7 & T8: Alder (8m in height) - height reduction of 3m and crown reduction of 2m.
	2. Application Number: BA/2022/0494/TCAA Site Location: The Willows, 4 Bittern Island, Lower Street. Proposal: T1: Willow - reduce lateral growing over boundary into Cedar Lodge by 2.5m
	3. Application Number: BA/2022/0496/TCAA Site Location: Willow Lodge, 4 Grebe Island , Lower Street. Proposal: T1: Willow (approx. 6m in height) - re-pollard back to previous points, leaving the tree 3M in height.
	4. Application Number: BA/2022/0504/TCAA Site Location: 2 Bittern Island, Bittern , Lower Street. Proposal: T1: Willow (13m tall) - re-pollard back to 5m in height.
2. **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:
	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 | 638.44 |  |
|  | CGM | Landscaping  | DD | TBC |  |
|  | NEST | Pension (part paid by Clerk) | DD | 121.23 |  |
|  | HMRC | Tax | BACS | 61.40 |  |
|  | Carol Gilden | Gardening – sign cut and green cut | BACS | 178.00 |  |
|  | URM | Glass recycling | BACS | TBC |  |
|  | ICO | Data protection | DD to be set up following item 10d | 35.00 |  |
|  | Unity Bank | Cash and Cheque charges for the quarter | BACS | 0.30 |  |

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
	2. All Councillors. Ideas for improved parishioner engagement

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/2022/0473/HOUSEH. 2, Grebe Island, Box End, Lower Street. Replacement garage, quay heading and new mooring
		2. PF/22/2974. Porch, bay window and open canopy extensions to front of building; replacement open canopy to side :replacement double garage following demolition of existing garage. Location: 10 Pinewood Drive, Horning, Norwich, Norfolk, NR12 8LZ
	2. Planning application decided:
2. **Agenda items. To discuss agenda items:**
	1. To receive information from the District Councillor regarding information on the Community Infrastructure Levy and how much funds have been allocated in recent years to Parish Councils
	2. To receive information regarding the Horning Hub and to consider supporting it.
	3. To confirm setting up the Information Commissioner’s Office on a Direct Debit, with a saving of £5 per year
	4. To discuss and confirm option for the Community Household Fund and allocation of funds
3. **To list items for the Horning Reach Parish News:**
	1. Locations of defibrillator updates
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 Monday 6th February 2023**
6. **Closure of meeting**