**HORNING PARISH COUNCIL**

**HHHHMinutes of a MEETING OF HORNING Parish Council**

**held on Tuesday 10th January 2023 in St Benet’s Hall**

**Present:**

**Cllr I Davis (Chairman)**

**Cllr A Varley**

**Cllr A Darby**

**Cllr R Cavendish**

**Cllr G Martin**

**Cllr P Avellino**

**Cllr B Woodcock**

**Clerk / RFO: Jo Beardshaw**

**Number of Parishioners:** 3 (County Councillor Price attended the meeting from 7pm to 730pm)

1. **Apologies.** Cllr Darby and Cllr S Burgess had sent their apologies, which were accepted
2. **Declarations of Interest.** Cllr Varley noted an interest, on the basis that he sits as a District Cllr on the Planning Committee at the District Council and that he is involved in the Horning Hub and any coronation plans
3. **Minutes of the previous meeting.** 
   1. To receive and approve the minutes of the Parish Council meeting held on Monday 5th December 2022, and matters arising. **APPROVED**
   2. The Chairman noted that he would look at the bolt in the beacon as per the previous minutes

*The meeting was adjourned at 7.06pm for the County Councillor to report on County Council activity, as he needed to leave the meeting early. The meeting was reconvened at 7.16pm*

1. **Correspondence**
   1. NCC Highways flooding outside Cedar Grange: ENQ900216712 – note 9/01 from Highways that this has been resolved. Council confirmed that this was not resolved and as it is part of a stream, in winter times and peak rainfall times it is always likely to flood. Noted
   2. Council division of responsibilities poster. The Clerk would circulate this poster for amendment and revision prior to printing for 28/01/23
   3. Update on First Aid training. The Clerk explained that Mr and Mrs Evans had agreed to give first aid training on a Tuesday night in March
   4. Confirmation of May meeting date, elections, Annual meetings – Wednesday 10 May 2023. Noted
   5. Vodafone. Open Sure signal devices discontinued. The Clerk explained that since 2009 Vodafone have been using sure signal equipment to provide a 3G connection to the community via a small box linked to the local broadband connection. The equipment can be retired as the data suggests that the community is no longer using these boxes for their 3G signal as it is now available through the main network. Noted
   6. Defibrillator at the New Inn used and re-commissioned and confirmed by the ambulance service. Noted
   7. Desmond Hunt – village green power supply. The Clerk would follow up on this again so that the Christmas tree lights could be safer for the following year
   8. Litter bin / dog bin update. Cllr Varley noted that he was working on this with the AM team.
   9. Parishioner. Recreation ground issues with plants leaning on the parishioner’s fence. It was agreed that this piece of work would be reviewed by the AM team as there are untidy areas on the recreation ground
2. **Works to trees – as noted below**
   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.
3. **Finances:**
   1. **Bank Reconciliations:** A new bank statement had not been available at the time, but the budget would be reviewed by Council in the agenda (below
   2. **Receipts:**

* 1. The following **payments** were authorised:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **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 and leaf clearance (two invoices) | BACS | 208.00 |  |
|  | URM | Glass recycling | DD | TBC |  |
|  | ICO | Data protection | DD to be set up following item 10d | 35.00 |  |
|  | Unity Bank | Cash and Cheque charges for the quarter | DD | 0.30 |  |
| 06.01.2023 | GDC | Tree planting (offset by anonymous donation) | BACS | 1266.00 | 211.00 |

1. **Asset Management.** 
   1. Cllr Varley noted that the tree had been planted on the Mill Loke Green and the bench would be put in place the following week
   2. Cllr Martin asked that the AM team review the broken NO PARKING sign for the Upper Street Green
   3. Cllr Varley noted that he would be incorporating sensory equipment into his considerations for the following year’s works to the playground
2. **Parish Councillor reports.** 
   1. Cllr Varley. Playground report. Cllr Varley noted that the playground was in good order and that he had undertaken a high level check
   2. The Chairman noted that he had explained the SAM2 work to Cllr Cavendish, who had taken over the works and would give a report to the following PC meeting
3. **Parishioners’ Matters: The meeting was adjourned at 1959 hrs for public participation.**
   1. **District / County Councillor report.**
   2. **Public Session**

**The meeting was reconvened at 2005 hrs.**

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 decisions:
      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. Approved
2. **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. The District Councillor explained that there is a new page on the NNDC website which explains that S106 monies and where they have been allocated. Following review, it was ascertained that the webpage is in its infancy and therefore is not well populated.
   2. To receive information regarding the Horning Hub and to consider supporting it in principle. Separately to any Horning Hub discussion, the Council covered various elements of a letter which had been circulated amongst Councillors and agreed as follows: funding up to £700 for a Coronation Event for the village, to include incorporating events under the PC insurance, allowing use (with relevant risk assessments) of the Village Green and Village Hall car park, allowing the use of the Parish Council allocated use of the Mill Suite. In addition, the Parish Council agreed to support a ‘warm hub’ (cosy café) on 28th January. **Cllr Martin** would send wording for an insurance policy confirmation to the Clerk
   3. To confirm setting up the Information Commissioner’s Office on a Direct Debit, with a saving of £5 per year. **AGREED**
   4. To discuss and confirm option for the Community Household Fund and allocation of funds. The Council discussed this at length and agreed that the **Chairman, Clerk and District Councillor would look at how to obtain fuel vouchers**
   5. To consider a request from Horning Primary School for a new governor. Cllrs Davis, Varley and Cavendish all offered to be considered as governors. **The Clerk** would contact the primary school
3. **To list items for the Horning Reach Parish News** 
   1. Locations of defibrillator updates (February as no Reach in January)
4. **HTo identify other items at the Chairman’s discretion:** 
   1. **The**The ChairmanddkNone

1. **To identify the next venue for the SAM2 sign.** No further information noted
2. **To confirm that the next meeting will take place in St Benet’s Hall on Monday 6th February 2023**
3. **Closure of meeting at 2100 hrs**