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 3rd April 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 6th March 2023, 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 that are not otherwise noted on the agenda and to consider items of correspondence:

* 1. Horning Hub. Query regarding insurance for first aiders
  2. NCC / Horning School. Parish Partnership scheme application – signpost for school. Request for funding / assistance with PP
  3. Clerk. Information regarding May meetings - Annual Parish Meeting – Annual Meeting of the Parish Council
  4. Village Hall. Defibrillator update
  5. Electrics at St Benet’s Hall. Update
  6. PKF Littlejohn. Horning PC chosen for intermediate review
  7. Village Contractor. Quote £243 for concrete base for Christmas Tree
  8. Village Contractor. Quote £125 for NO Parking sign at the Upper Street Green

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** |
|  | Jessica Mckenna | Litter Picking | S/O | 130.00 |  |
|  | Clerk | Salary and expenses | BACS | 645.13 |  |
|  | CGM | Landscaping | DD | TBC |  |
|  | NEST | Pension (part paid by Clerk) | DD | 121.23 |  |
|  | HMRC | Tax | BACS | 61.60 |  |
|  | Carol Gilden | Gardening | BACS | 67.50 |  |
|  | Horning Village Hall | Hub payment (from EMR) | BACS | 72.00 |  |
| 06.04.23 | Savills | Allotment rent six months to April | SO | 280.00 |  |

1. **Asset Management.** To receive the report from the Asset Management Committee
   1. Bin swap update
2. **Parish Councillor reports.** To receive any Parish Councillor reports and updates, including:
   1. Cllr Varley. Playground report
   2. Cllr Cavendish. SAM2 data report
   3. Clerk. Road closures / potential FOI request / Cllr Price research
3. **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. PF/23/0510. Change of use ground floor from shop to holiday let. Denes Croft, 25 Lower Street, Horning.
      2. BA/2022/0434/HOUSEH Proposal : Replace 28m of quay-heading (retrospective) Address : Mill Bungalow, Thurne Dyke
   2. Planning decisions made by planning authorities (NNDC and the BA)
      1. PF/23/0106 Application: Full Planning Permission Site: Almond Tree Cottage, 125 Lower Street, Horning, Norwich, Norfolk, NR12 8PF, Proposal: Erection of detached dwelling and garage within rear garden of 125 Lower Street; alterations to existing dwelling to allow for conversion to detached garage to serve 1 Hillside Road. Decision: Refused
2. **Agenda items. To discuss agenda items:**
   1. To consider approaching local businesses to see if they would be interested in sponsoring a planter
   2. To consider emails from businesses within Horning and ways forward for the discussion
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 St Benet’s Hall on WEDNESDAY 10TH MAY 2023. The ANNUAL PARISH MEETING WILL ALSO TAKE PLACE BEFORE THE ANNUAL MEETING OF THE PARISH COUNCIL**
6. **Closure of meeting**