local council award scheme foundation

**NOTICE OF A MEETING OF THE PARISH COUNCIL**

**To Members of the Council**: You are hereby summoned to attend **the ANNUAL Horning Parish Council** **Meeting in The VILLAGE HALL ANNEXE** on **WEDNESDAY 10th MAY 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 acceptance of office signed**
3. **Election of Chairman**
4. **Election of Vice-Chairman**
5. **Nomination for committees**
6. **To confirm that all Councillors have read and understood the Code of Conduct, Standing Orders and Financial Regulations.**
7. **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
8. **To approve the minutes of the previous meeting**

To receive and approve the minutes of the meeting held on Monday 3rd April 2023, and matters arising:

* Electrics
* PP agreement for signage for school
* Flagship – Mill Hill green
* Broads Authority correspondence
* Defibrillator request to Highways

1. To report any actions and updates from previous minutes that are not otherwise noted on the agenda and to consider items of correspondence:
   1. Parishioner. Update on the private defibrillator near to Tidings on Lower Street. Highways consulted, CHT consulted. All new defibrillators to be registered on [www.circuit.co.uk](http://www.circuit.co.uk)
   2. NALC. Confirmation of new SCP salary rate for Clerks
   3. Parishioner. Fence query on Parkland Crescent
   4. Proposal for works to trees subject to a TPO. Tealby, 78 Lower Street. T1: Beech - remove deadwood and clean out the crown. T2: Silver Birch - Pollard to 12m. T3: Silver Birch - remove (dead). T4: Oak (windblown) - pollard to 4m. T5: Weeping Willow - crown lift to 4m and clean out the crown. T6: Conifer (Western Red Cedar) - remove. T7: Conifer (Western Red Cedar) - reduce the two lead stems by 4m: height reduction from 16m to 12m. T8: Scots Pine - remove.
   5. Horning Reach. Update
   6. Local business. Local charity craft market request to use Village Green (for a fee to be agreed)
2. **Finance**
   1. To receive confirmation of finances
   2. 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 | 676.85 |  |
|  | CGM | Landscaping | DD | TBC |  |
|  | NEST | Pension (part paid by Clerk) | DD | 128.34 |  |
|  | HMRC | Tax | BACS | 74.00 |  |
|  | Carol Gilden | Gardening | BACS | 30.00 |  |
|  | Horning Village Hall | Hub payment (from EMR) – second payment 55 | BACS | 72.00 |  |
|  | A Darby | Bunting and 2 x St George’s Flags | BACS | 180.36 | 30.06 |
|  | C J (Parishioner) | Flowers for planters | BACS | 67.72 |  |
|  | Gallagher insurance | Insurance | BACS | 1294.23 |  |
| 31.03.23 | URM | Glass recycling | DD | 32.64 | 5.44 |

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
      1. – issues with vehicle gate
   2. Cllr Cavendish. SAM2 data report – if applicable
   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. None
   2. Planning decisions made by planning authorities (NNDC and the BA)
      1. PF/23/0377 15 The Avenue. Proposal: Single storey side and rear extension to dwelling. Approved
2. **Agenda items. To discuss agenda items:**
   1. To note that all Councillors must register their interests within 28 days of acceptance of office: <https://forms.north-norfolk.gov.uk/outreach/registerinterest.ofml>
   2. To consider complaints regarding the increase in toll fees from the Broads Authority, and the allocation of toll fees towards the navigation function
   3. To confirm that the Parish Council is unable to hold the General Power of Competence – 6 out of 11 Councillors elected (8 Councillors need to have been elected to have the GPC).
   4. To agree meeting dates for 2024
   5. To discuss litter picking and upcoming payments for the year
   6. To consider the Councillor training programme for the forthcoming year
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 Monday 5th June 2023**
6. **Closure of meeting**