**HORNING PARISH COUNCIL**

**HHHHMinutes of a meeting of HORNING Parish Council**

**held on Monday 7th August 2023 in St Benet’s Hall at 1900 hrs**

**Present:**

**Cllr R Martin**

**Cllr A Varley**

**Cllr R Cavendish**

**Cllr C Nicholson**

**Cllr P Avellino**

**Clerk / RFO: Jo Beardshaw**

**Number of Parishioners:** 3.

1. **Apologies for absence.**  Cllrs Davis and Burgess had sent their apologies, which were duly accepted
2. **Declarations of interest.** Cllr Varley noted that he sits on the Planning Committee at NNDC. Noted
3. **To approve the minutes of the previous meeting and to consider any matters arising:**
   1. Electrics. Cllr Nicholson kindly agreed to take over these works as Cllr Davis was away
   2. Playground gate. **The Chairman** would speak to Cllr Davis about the gate. **The Clerk** would review the information from the play fencing provider NGF
   3. Signage for picnic table – ordered by Cllr Avellino. The Chairman thanked Cllr Avellino for her work on this
   4. Slipway Gate. The Chairman thanked Cllr Burgess and a parishioner very much for their help to get these works done
4. **To receive the Chairman’s report**
   1. The Chairman outlined the current situation regarding the 02 pop up mast on the Parish Council land (rented to the Village Hall) and explained that the Council, the Village Hall and 02 were all working towards a speedy resolution
5. **To consider items of correspondence:**
   1. Swan inn – litter picking receipt of contribution update. The Clerk had liaised with M&B and had visited the Swan for the contribution but had not so far been able to receive the contribution.
   2. Internal auditor. Cutting back on internal audit work and will not be conducting the audit in 2024. The Clerk had sourced an alternative internal auditor (SH) who had agreed to conduct the audit for £125. **AGREED**
   3. Parishioner. Concerns regarding dogs on the recreation ground. Noted
   4. Parishioner. Concern regarding tree beside public toilets. The Clerk had spoken with M&B about this dead tree
   5. NNDC Democratic services. Confirmation that all councillors have filled in the members’ interests forms [Register of Members Interest : Register of Interest (north-norfolk.gov.uk)](https://forms.north-norfolk.gov.uk/outreach/registerinterest.ofml).
   6. Parishioner. Vandalism to vehicle. The Council agreed that this was a matter for the SNAP team when they next meet
   7. Application for works to trees. Heron Lodge, 98 Lower Street. Willow. Reduced from 4 metres to 2 metres. Noted

1. **Finances:**
   1. **Bank Reconciliations:** The Chairman confirmed the bank reconciliation had been received and checked
   2. **Receipts:** 
      1. Bank interest. Unity. £52.71

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

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **VAT Date** | **Payee** | **Description** | **DD/SO / BACS** | **Amount** | **VAT** |
| 1 |  | Jessica Mckenna | Litter Picking | S/O | 155.00 |  |
| 2 |  | Clerk | Salary and expenses | BACS | 657.38 |  |
| 3 |  | CGM | Landscaping | DD | In credit £668.44 |  |
| 4 |  | NEST | Pension (part paid by Clerk) | DD | 128.34 |  |
| 5 |  | HMRC | Tax | BACS | 78.80 |  |
| 6 |  | Carol Gilden | Gardening June | BACS | 162.00 |  |
| 7 |  | NALC | Website Fee | BACS | 70.00 |  |
| 8 |  | Horning Village Hall | Coronation weekend use | BACS | 100.00 |  |
| 9 |  | AV Cllr unpaid but approved in July | Coronation purchases (grant funded) | BACS | 149.78 |  |
| 10 |  | PA Cllr unpaid but approved in July | Plaque | BACS | 8.93 |  |
| 11 |  | URM | Glass recycling | DD | 55.90 | 9.32 |
| 12 |  | Unity Bank | Bank charges | DD | 0.60 |  |
| 13 |  | Anne Thomas (unpaid but approved in July) | Litter picking gift | BACS | 100.00 |  |
| 14 |  | Kevin Wright | Maintenance works on LS steps | BACS | 890.00 |  |

1. **Asset Management.** 
   1. Bin swap update. The Clerk had brought the new litter bin to the meeting and gave it to Cllr Avellino
   2. Plinth / bench around beacon - £1200 allocated for funding from the Horning Boat Show. The AM team were still considering options for the beacon
   3. Cllr Avellino. Boarding and lining of Lower Street steps. This had been undertaken by the village contractor. The Council thanked Cllr Avellino for arranging these works
2. **Parish Councillor reports.** 
   1. Cllr Varley. Playground report.
   2. Cllr Cavendish. SAM2 data report – if applicable
3. **Parishioners’ Matters: The meeting was adjourned at 1941 hrs for public participation.**
   1. **District / County Councillor report.**
   2. **Public Session**

**The meeting was reconvened at 2054 hrs.**

1. **Planning:** 
   1. Planning applications received:
      1. PF/23/1448. Bure View, Mill Loke. Demolition of existing conservatory, erection of two storey extension and first floor extension on top of existing single storey and a new cart shed style double garage with office accommodation above. The Parish Council resolved to offer a response of ‘No comment’
   2. Planning applications decided:
      1. PF/23/1415. St Benet’s Cottage, Upper Street. First Floor extension to dwelling. Approved
      2. BA/2023/0209/HOUSEH. Fairport, Ropes Hill. Replace 32 metres of quayheading. Approved
      3. BA/2023/0179/HOUSEH. The Moorings, Ranworth House , Ferry Cott Lane. Removal of existing steel balustrade from balcony and installation of new replacement stainless steel and glass balustrades
2. **Agenda items**
   1. To consider ideas and suggestions concerning road signage from the Broads Authority. **Cllr Avellino** informed the Council that these signs were her area of expertise and that she would speak with Highways North Area and ask them to come and view the area and make an assessment. The Chairman thanked her for her kind offer. Council noted that a sign might highlight the following: Sailing, Church, Food, beds, ducks, WC, shops and a note encouraging visitors to drive carefully
   2. To receive the play inspection from David Bracey Play and to consider action. The Council agreed to postpone this item to the September agenda
   3. To consider the S106 monies due to the village and action accordingly. The Chairman outlined the options that Council could decide on for the Section 106 monies and suggested that buying the Upper Street allotment land would be a practical use of any income for allotments. **The Clerk** would liaise with Savills to ascertain a purchase price for the Upper Street allotments. Cllr Varley would discuss the S106 monies with NNDC and ask when the monies would be available.
   4. To receive a collated list from the AM committee including the slide, the byway, the playground gate, the Table Tennis table etc for update and work if required. Council agreed to postpone this item to the September meeting
   5. To consider various Horning Hub comments and requests regarding D-Day 80 in June 2024. The Chairman suggested to Council that it discuss both items 10e and 10f as a whole. It agreed to do so. **The Chairman** would check the insurance for the events , with Cllrs Varley or Nicholson acting as part of the Working Party so that the events are insured. Council agreed that any financial assistance from Council for any events would need to come from reserves as events are not budgeted for. Council agreed that it was keen to support the Hub in its efforts to bring the village together and organise events to that end. Council **AGREED** in principle to the events and asked that the Horning Hub pull together an idea of costs to revert to a future meeting
   6. To consider various Horning Hub requests regarding an event to incorporate the Lighting of the Christmas tree event 30/11/2023. (see 11e above)
3. **To list items for the Horning Reach Parish News** 
   1. Dog mess
   2. No overnight parking
   3. Walk into traffic not on the same side of the road
4. **HTo identify other items at the Chairman’s discretion:** 
   1. **The**The ChairmanddkNone
5. **ThCllrTo identify the next venue for the SAM2 sign.** No further information noted
6. **To confirm that the next meeting will take place in St Benet’s Hall on MONDAY 4th September 2023 AT 7PM.**
7. **Closure of meeting at 2110 hrs**