**HORNING PARISH COUNCIL**

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

**held on Monday 3rd September 2023 in St Benet’s Hall at 1900 hrs**

**Present:**

**Cllr R Martin (Chairman)**

**Cllr I Davis**

**Cllr S Burgess**

**Cllr A Varley**

**Cllr C Nicholson**

**Cllr P Avellino**

**Clerk / RFO: Jo Beardshaw**

**Number of Parishioners:** 7

1. **Apologies for absence.**  Cllr Cavendish had sent his 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 had approved a quote for £85 for investigatory works for the electrics for the Christmas tree and informed Council that all the works would be done by mid October. It was **AGREED** that the electrics box would be located on the Lower Street wall. **Cllr Nicholson** would also speak to Norwich Electrics about replacing the timer on the lamp on the wall of St Benet’s Hall
   2. Playground gate. **Cllr Davis** would review this during the month
   3. Brown signs – **Cllr Avellino** would research a suitable brown sign to be recommended to the BA during the month
   4. Sensory / accessible play equipment – Sustainable Community Fund application. The AM committee would consider options for grant funding and suggestions for equipment
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 (leased to the Village Hall) and explained that the Council, the Village Hall and 02 were all working towards a speedy resolution. He noted that the Council could suggest that the mast location move 12 foot inwards, so that it was located on Parish Council land, which would save any complexity with the Village Hall. It was also noted that the mast base location had been increased to 9 metres x 9 metres. It was **AGREED** that Councillors would meet with members of the Village Hall committee and the Bowls Club the following day, with a representative from the 02 contractors, and discuss options. It was also noted that 02 did have an alternative site, which was on course for delivery (as with the recreation ground plan) for the end of September.
5. **To consider items of correspondence:**
   1. FSCS annual review confirmation. The Clerk had completed the relevant documentation as required. Noted
   2. Bewilderwood. Response to request for signage. The Clerk informed Council that Bewilderwood would produce artwork free of charge and place it in their car park encouraging tourists to visit Horning to use shops, pubs and other businesses. The Clerk had approved a request from Bewilderwood to use the Village Green for handing out leaflets to people, promoting the attraction
   3. M&B. Response to request for donation towards litter picking. M&B had written to Council explaining that they had not seen the litter picker and did not intend to pay the annual contribution towards litter picking. Council discussed whether or not it should continue to pay for litter picking on Swan Green and the Swan car park. It **AGREED** that it would continue to do so, on the basis that Councillors care about the state of the village.
   4. O2. Telecoms agreement update. Meeting Friday 8th September 1230. Refer to item 4a
   5. Parishioner. Request to undertake works to a tree on Jubilee Walk. The Clerk noted that a parishioner (known to her as very knowledgeable with horticulture) had requested to undertake works, and she had given permission for this.
   6. NNDC. Boat bins correspondence. The Clerk noted that NNDC had asked that if the bins are overflowing they let them know as soon as possible. Council held a general discussion about boat bins and Serco.
   7. Horning Hub. D-Day events. The Council discussed options for D-Day and if it might wish to consider celebrating this within the village. **The Clerk** would bring information to the following meeting and would circulate information
   8. Hansells. Information concerning the Village Hall Lease. Council **AGREED** that it needs to confirm the lease with Hansells and send them the final map. This would be put on a future agenda
   9. NCC Flood Risk Management. Information regarding flood risk property in Horning. Noted
   10. Parishioner. Issues with potholes between the Staithe and the Green. Council had reported these holes a number of times. Following the meeting the Clerk reported the issue again (ENQ ENQ900241177)
   11. To consider responses to Hub queries. Council confirmed that it was very happy to allow use of the Village Green on 30/11 and / or 7/12 and that insurance was covered for the working party for that events. The Chairman confirmed that all events and activities organised by the hub, with a Parish Council connection (working party) was fully insured by the Council.

1. **Finances:**
   1. **Bank Reconciliations:** The Chairman noted that as the bank statement had not been received he had not been able to check the statement and reconciliation for the month
   2. **Receipts:** Slipway £243
   3. 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 | 677.13 |  |
| 3 |  | CGM | Landscaping | DD | 578.56 credit |  |
| 4 |  | NEST | Pension (part paid by Clerk) | DD | 128.34 |  |
| 5 |  | HMRC | Tax | BACS | 78.80 |  |
| 6 |  | PA Cllr | Reimbursement for No Parking signage, table tennis cover, stickers. | BACS | 55.20 |  |
| 7 |  | Carol Gilden | Gardening works | BACS | 232.00 |  |
| 8 | 31.07.23 | URM | Glass recycling | BACS | 56.71 | 9.45 |
| 9 | 23.08.23 | CIM | Table tennis top | BACS | 240.00 | 40.00 |

1. **Asset Management.** 
   1. Bin swap update. Cllr Varley reported that the village contractor would move the bin the following week
   2. Plinth / bench around beacon - £1200 allocated for funding from the Horning Boat Show. This item was not discussed at the meeting
   3. Playground report. Cllr Varley reported that he had undertaken the monthly checks.
   4. Table Tennis top. Cllr Avellino noted that she had had the table tennis top replaced and the payment was on the agenda. Council thanked Cllr Avellino very much for her hard work on this project. It was noted that although Council would replace the bats and balls they would be lost in the end and that Council was prepared to undertake that. Councillors discussed a suitable location / plan for holding TT balls and bats
2. **Parish Councillor reports.** 
   1. Cllr Cavendish. SAM2 data report – if applicable. Cllr Cavendish had sent his apologies. Cllr Davis had placed the Sam2 at Swan Corner for the time being.
   2. Cllr Varley. Section 106 monies – correspondence from NNDC. **The Clerk** would write to NNDC asking for further information. **The Clerk** would also write to Savills (again) to ask for a figure for the purchase of the Upper Street allotments
3. **Parishioners’ Matters: The meeting was adjourned at 1958 hrs for public participation.**
   1. **District / County Councillor report.**
   2. **Public Session**

Cllr Price noted that two roundels had been allocated to the village. Council would look at options as to where these roundels would best serve the village

District Cllr Varley encouraged Councillors to attend the Town and Parish Forum. **The Clerk** would send the information to Cllr Nicholson

Council discussed with parishioners the ongoing desire to have some sensory play equipment and perhaps applying to the sustainable community fund for some sensory play equipment

**The meeting was reconvened at 2038 hrs.**

1. **Planning:** 
   1. Planning applications received:
      1. BA/2023/0318/HOUSEH. Willow Lodge, Ferry Cott Lane. Replace 34m of quay heading and decking part retrospective. Council agreed to make no comment on this application.
      2. BA/2023/0319/FUL. Percival Boats Ltd, Ferry Corner. Replacement of 570m of quay heading in timber. Council agreed to make no comment on this application.
      3. BA/2023/0315/FUL. Silsden, Ropes Hill. Proposed replacement dwelling. The Clerk would circulate this application again and would ask for an extension of time on the application
   2. Planning applications decided:
      1. BA/2023/0220/CLEUD. Harnser. Lawful Development Certificate for 10 years use of the building and site as a dwellinghouse within Class C3. CL issued. Noted
2. **Agenda items**
   1. 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. Noted
   2. To consider if Council wishes to consider Cyber insurance. Council discussed this at length and the Chairman advised that Cyber insurance was NOT required. Council **AGREED** and thanked the Chairman for his advice, whilst recognising that it was not given in a professional capacity
   3. To consider Council moving to a different cloud environment in order to reduce it’s carbon footprint. The Chairman would review this and revert to Council
   4. To consider moving from NALC websites to an alternative website provider. The Chairman would review this and revert to Council
3. **To list items for the Horning Reach Parish News** 
   1. Table Tennis
   2. Boat bins
   3. D-Day event
   4. Roundels
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 2nd October 2023 AT 7PM.**
7. **Closure of meeting at 2110 hrs**