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 2nd October 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 4th September, and matters arising:

* Electrics. Cllr Nicholson
* Playground gate. Cllr Davis
* Brown signs. Cllr Avellino
* Jubilee Walk trees – postponed to November and January
* Village Hall lease – postponed to November
* Light on St Benet’s Hall – Cllr Nicholson (after Christmas tree lights are finalised)

1. To receive the Chairman’s report
2. To consider items of correspondence:
   1. Savills. Costs for allotments
   2. Cllr Varley / TWD gas works. Closure of Lower Street
   3. NCC Highways. Potholes programmed for works (Restricted byway)
   4. NNDC. Tealby. Works to trees (dead and deadwood)
   5. PKF Littlejohn LLP. Notice of conclusion of audit and any further information
3. **Finance**
   1. To receive confirmation of finances
   2. To receive information on receipts:
      1. Donation for overnight camping. £14
   3. To agree and authorise payments

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|  | **VAT Date** | **Payee** | **Description** | **DD/SO / BACS** | **Amount** | **VAT** |
| 1 |  | Jessica Mckenna | Litter Picking | S/O | 155.00 |  |
| 2 |  | Clerk | Salary and expenses | BACS | 666.68 |  |
| 3 |  | CGM | Landscaping | DD | 578.56 credit |  |
| 4 |  | NEST | Pension (part paid by Clerk) | DD | 128.34 |  |
| 5 |  | HMRC | Tax | BACS | 80.38 |  |
| 6 |  | PA Cllr | Reimbursement for signage | BACS | 23.57 + 9.59 | 1.60+3.94 |
| 7 |  | Carol Gilden | Gardening works | BACS | 191.00 |  |
| 8 |  | URM | Glass recycling | BACS | 32.64 | 5.44 |
| 9 |  | NNDC | Dog / litter bins | BACS | 2848.56 | 474.76 |
| 10 |  | PKF Littlejohn LLP | Audit | BACS | 252.00 | 42.00 |
| 11 |  | Savills | Rent for allotments April 23 to October 23 | SO | 280.00 |  |
| 12 |  | Kevin Wright | Bin and signage | BACS | 562.00 |  |

1. **Asset Management.** To receive the report from the Asset Management Committee
   1. Bin swap update
   2. Plinth / bench around beacon - £1200 allocated for funding from the Horning Boat Show
   3. Playground report
   4. Slide – quotes being refreshed and slide purchased
2. **Parish Councillor reports.** To receive any Parish Councillor reports and updates, including:
   1. Cllr Cavendish. SAM2 data report – if applicable
   2. Cllr Varley. Section 106 monies – correspondence from NNDC
3. **Parishioners’ Matters**

To adjourn the meeting to allow members of the public to speak.

District Councillor / County Councillor

* Members of the public to speak
* Reconvene meeting

1. **Planning.** 
   1. Planning applications received:
      1. PF/23/1871. Almond Tree Cottage. 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
      2. BA/23/0262. Waters Edge Ferry View Estate. Replacement Dwelling
   2. Planning applications decided:
      1. BA/2023/0319/FUL. Percival Boats Ltd. Replacement of quayheading. Approved subject to conditions
      2. PF/23/1488. Bure View, Mill Loke. Erection of two storey extension. Refused
2. **Agenda items. To discuss agenda items:**
   1. To consider working towards celebrating D- Day June 2024 within the village
   2. To consider renewing or putting out to tender the litter picking contract
   3. To consider if the Horning Hub might laminate posters and advertise events on the playground fencing
   4. To consider documentation from the Broads Authority regarding the lease on the Staithe
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 6th November 2023**
6. **Closure of meeting**