**HORNING PARISH COUNCIL**

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

**held on Monday 6th November 2023 in St Benet’s Hall at 1900 hrs**

**Present:**

**Cllr R Martin (Chairman)**

**Cllr S Burgess**

**Cllr A Varley (also as District Councillor)**

**Cllr R Cavendish**

**Cllr P Avellino**

**Cllr S Williams**

**Clerk / RFO: Jo Beardshaw**

**County Councillor Richard Price**

**Number of Parishioners:** 10

1. **Co-option of Selina Williams.** The co-option was unanimously agreed. Cllr Williams took her seat and signed the declaration of office, which was counter-signed by the Proper Officer.
2. **Apologies for absence.** Cllrs Davis and Nicholson had sent their apologies for the reason of holidays. Accepted
3. **Declarations of interest.** Cllr Varley noted that he sits on the Planning Committee at NNDC and therefore has an interest in planning applications.
4. **To approve the minutes of the previous meeting and to consider any matters arising:**

* Electrics. Cllr Nicholson – postponed as Cllr Nicholson was not at the meeting.
* Playground gate. Cllr Davis – the latches had been received by Cllr Varley and would be given to the maintenance contractor for installation
* Brown signs. Cllr Avellino. Cllr Avellino explained that a review of all the Brown signs in the village was required. **Cllr Avellino** would check the cost of the survey. It was AGREED that Council would go ahead with a review if there was no potential cost for the review itself. Cllr Avellino noted that the signs themselves would incur a cost. Noted
* Jubilee Walk trees – postponed to November and January. The Clerk noted that the posts were supplied by Council and the plaques by the donor. **Cllr Varley** would review this and revert.
* Light on St Benet’s Hall – Cllr Nicholson (after Christmas tree lights are finalised).
* Bowls Club electrics. The Clerk had asked Norwich Electrical to attend
* Contracts. Recreation Ground and gardening. **The Clerk** would chase CGM regarding their public liability certificate and had received the certificate from the gardening contractor. The contracts had been put together and would be circulated
* Savills. Allotment correspondence. The Clerk had gone back to Savills with an offer of £14.8K less the anticipated legal costs of £5K. Savills had not responded to date

1. **To receive the Chairman’s report**
   1. The Chairman noted that the village, the county and the country was under water and that there was flooding in many places. He noted that there had been much correspondence between the various organisations involved with Ferry Road discussing the various flooding there. County Councillor Price was asked by the Chairman to update Council. He noted that there would be another Neap tide the following week and that there is significant flooding throughout the area. Cllr Price had received from Anglian Water a cost for the works for a new pump, which Anglian Water would fund. NCC Highways had confirmed that it would ensure that Lower Street water would not flow on to Ferry Road and that the drainage issues would be dealt with. Cllr Price would obtain ownership details and prioritise the works to a new pump as soon as possible. Ferry Marina was represented at the meeting and explained that the houses are dropping below ground level. He noted that the Anglian Water pump would not help the parishioners and the local businesses but would only support the Anglian Water drains themselves. The Chairman urged Cllr Price to ensure that all authorities move more quickly to resolve issues urgently. The Chairman suggested that Council contact Duncan Baker MP to ask him to lobby organisations. **The Clerk** would write to Mr Baker asking for progress as soon as possible. The representative from Ferry Marina noted that there are major issues with Health and Safety as no emergency services could access the Ferry Marina.
2. **To consider items of correspondence:**
   1. Horning Hub. Request for any information received about road closures leading up to the Christmas village event. **The Clerk** would speak with the gas maintenance company which was working within the village.
   2. Horning Hub. Request for Pizza van to use the Village Green at the Christmas Event. (AGREED prior to the meeting due to timescales). The Clerk noted that the pizza van was now busy on that night elsewhere
   3. Horning Hub. Risk assessment received with thanks
   4. Broadland Computers. Update on Council computers. Council confirmed that it would need to budget to purchase a share in replacement computers
   5. Update on Ludham Moorings. Cllrs **Burgess** and **Martin** would visit Ludham Bridge Moorings
   6. School. Update on school signage. **Cllr Avellino** had chased NCC Highways.
   7. Village Hall – lease information. **The Clerk** would circulate the lease for potential amendments from Councillors and then communicate with the village hall.
   8. NCC. Norwich Western Link update. The Clerk Councillors held a lengthy discussion on the subject of the Western Link.
   9. BA. Tree Preservation Orders placed on trees along Lower Street and Crabbetts Marsh. 2, Oakmead Cottage, White Lodge (all Lower Street). The Haven.
   10. Horning Football Club. Requirement for Changing Rooms. The Council confirmed that in principal it would be very keen to support any application for a changing room. The Chairman would telephone the football club and the item would be on a future agenda

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:**
   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 (Stickers, memorial wreath, gate latches) | BACS | 703.78 |  |
| 3 |  | CGM | Landscaping | DD | Credit £488 |  |
| 4 |  | NEST | Pension (part paid by Clerk) | DD | 128.34 |  |
| 5 |  | HMRC | Tax | BACS | 80.38 |  |
| 6 |  | Broadland Computers | Computer work | BACS | 105.00 | 17.505 |
| 7 |  | Carol Gilden | Gardening works | BACS | 184.00 |  |
| 8 |  | Kevin Wright maintenance | Repair and painting of TT table labour and materials | BACS | 526.00 |  |
| 9 |  | Horning Village Hall | Earmarked reserves Hub | BACS | 198.00 |  |

1. **Asset Management.** 
   1. Plinth / bench around beacon - £1200 allocated for funding from the Horning Boat Show
   2. Playground report. Noted
   3. Slide – quotes being refreshed and slide purchased
   4. Reflectors on posts on Staithe. The **Clerk**  would purchase as many red and white reflectors as there are posts on the Staithe. The Clerk would have the reflectors sent to Cllr Avellino. **Cllr Avellino** would arrange for the removal of the chains
   5. Cllr Varley would arrange for the removal of the bunting on the village staithe. The Chairman thanked Cllr Varley for his offer.
2. **Parish Councillor reports.** 
   1. None
3. **Parishioners’ Matters: The meeting was adjourned at 2048 hrs for public participation.**
   1. **District / County Councillor report.**
   2. **Public Session**

Representatives from the Enchanted Woodland had attended the meeting and spoke about reaching out to children locally and encouraging them to learn outside. The Council discussed the initiative. Cllr Varley thanked the representatives for attending the meeting. [www.enchantedwoodsnorfolk.com](http://www.enchantedwoodsnorfolk.com).

A parishioner asked that the SAM2 be located outside Hillside on Lower Street. The **Clerk** would speak to Cllrs Davis and Cavendish regarding the SAM2 being located at that location

**The meeting was reconvened at 2115 hrs.**

1. **Planning:** 
   1. Planning applications received:
      1. BA/23/0384. The Haven, Ropes Hill Dyke. Application of protective finish to the house and outbuilding. The Parish Council agreed to offer a response of no comment to this application.
      2. BA/23/0387/FUL. 4, Grebe Island, Willow Lodge. Replacement quayheading. **SUPPORTED**
      3. BA/23/0385/FUL. The New Inn. 87 m of replacement quayheading. **SUPPORTED**
   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**
   1. To consider documentation from the Broads Authority regarding the lease on the Staithe. The Clerk explained that Cllr Davis had written to Council prior to the meeting suggesting that the council ask for £2K rent annually and to agree the rent as per the agreement. Council discussed the lease at length and agreed that it would want to retain the rent. Councillors agreed to postpone the item to a future agenda. The **Clerk** would circulate the item again for further consideration
   2. To consider purchasing replacement trees for Jubilee Walk using maintenance budget. Cllr Avellino noted that there were approximately three trees that were dead or dying and that replacement trees should be purchased when possible. **Cllr Varley** would review the trees and consider costs for tree protection and the purchase of trees themselves. **Cllr** **Varley** would also review the grants for trees available.
   3. To consider action regarding D-Day 80 2024. School involvement, music, fish and chips and to receive information and requests from the Hub – to consider the purchase of hi-vis tabards, and the lighting of the beacon. **The Clerk** would purchase the hi vis tabards for the Hub for any future Hub events.
   4. To consider actions for Remembrance Day 2023. **The Chairman** noted that he would lay the wreath on Remembrance Day and would clean up the memorial the day before. A conversation was held regarding the maintenance of the memorial, which is cracked. **The Clerk** would refresh the information that was received some years previous and would circulate the information.
   5. To consider the maintenance contract / approved suppliers list and to confirm public liability certificates for all village contractors (Maintenance contractor requested October 23, gardening contractor received September 23, grass cutting contractor received November 23).
   6. To nominate a Councillor to attend SNAP meetings when possible. **Cllr Williams** agreed to undertake this role
   7. To consider allocating up to £150 for any shortfall in funding for the Christmas event organised by the Horning Hub. **AGREED**
3. **To list items for the Horning Reach Parish News** 
   1. The PC is lobbying as much as possible regarding Ferry Road
   2. The PC is considering organising an event for the D-Day 80 remembrance
   3. The PC has welcomed Cllr Selina Williams and would like more new Parish Councillors
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 the St Benet’s Hall on Monday 4th December 2023, and that the Finance Committee meeting will be held on Monday 20th November in Mill Suite. All Welcome.**
7. **Closure of meeting at 2155 hrs**