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 4th December 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 6th November, and matters arising.

1. To receive the Chairman’s report.
2. **To update Council on outstanding projects:**
   1. Electrics. Cllr Nicholson
   2. Playground gate. Cllr Davis
   3. Brown signs. Cllr Avellino
   4. Jubilee Walk trees – postponed to November and January
   5. Light on St Benet’s Hall – Cllr Nicholson (after Christmas tree lights are finalised)
   6. Contracts. Recreation Ground and gardening.
   7. Ludham Bridge Moorings (The Chairman)
   8. School signage (Cllr Avellino)
3. **To consider items of correspondence:**
   1. SAM2 location. No post at Hillside. Not accessible at Petersfield due to shrubbery
   2. Parishioner. Cadent digging works / electrics trench
   3. Bowls Club. Electrical check report information
   4. County Councillor. County Deal information
4. **Finance**
   1. To receive confirmation of finances
   2. To receive information on receipts:
   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 (Stickers, memorial wreath, gate latches) | BACS | 913.25 |  |
| 3 |  | CGM | Landscaping | DD | 443.74 credit |  |
| 4 |  | NEST | Pension (part paid by Clerk) | DD | 192.33 |  |
| 5 |  | HMRC | Tax | BACS | 189.51 |  |
| 6 |  | URM | Glass recycling | DD | 32.64 | 5.44 |
| 7 | 31.10.23 | Carol Gilden | Gardening works | BACS | 184.00 |  |
| 8 |  | Kevin Wright maintenance | Christmas Tree base | BACS | 254.00 |  |
| 9 |  | St Benet’s PCC | S137 Donation | BACS | 500.00 |  |
| 10 |  | Royal British Legion | S137 Donation | BACS | 30.00 |  |
| 11 |  | NNDC | Election Costs | BACS | 51.17 |  |
| 12 |  | JB reimbursement | Reflectors for posts on Staithe | BACS | 77.13 |  |

1. **Asset Management.** To receive the report from the Asset Management Committee
   1. Plinth / bench around beacon - £1200 allocated for funding from the Horning Boat Show
   2. Playground report
   3. Slide – quotes being refreshed and slide purchased
   4. Reflectors on posts
2. **Parish Councillor reports.** To receive any Parish Councillor reports and updates, including:
   1. Cllr Cavendish. SAM2 data report – if applicable
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:
   2. Planning applications decided:
      1. BA/2023/0262/FUL. Waters Edge, Ferry View Estate. Replacement Dwelling. Approved subject to conditions
      2. PF/23/2038. Milestone. Single storey side extension. Approved
2. **Agenda items. To discuss agenda items:**
   1. To discuss and agree action regarding the Football Club’s request for support with changing rooms
   2. To consider the if any amendments are required to the village hall lease following circulation of the existing lease
   3. To consider any response from the Broads Authority regarding the lease of the Staithe
   4. To consider funding for the Christmas Tree base (invoice on the payments list)
   5. To consider purchasing .gov.uk email addresses
   6. To receive a response from Savills (on behalf of the Church Commission) regarding the purchase of the Upper Street allotments
   7. To consider opening an account with CCLA public sector deposit fund. <https://www.ccla.co.uk/funds/public-sector-deposit-fund>
   8. To consider a recommendation from the Finance Committee regarding the precept for 2024/2025
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 3rd January 2024,**
6. **Closure of meeting**