**HORNING PARISH COUNCIL**

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

**held on Monday 4th December 2023 in St Benet’s Hall at 1900 hrs**

**Present:**

**Cllr R Martin (Chairman)**

**Cllr I Davis**

**Cllr S Burgess**

**Cllr R Cavendish**

**Cllr P Avellino**

**Cllr S Williams**

**Cllr C Nicholson**

**Clerk / RFO: Jo Beardshaw**

**County Councillor Richard Price**

**Number of Parishioners:** 10

1. **Apologies for absence.** Cllr Varley had sent his apologies for personal reasons. Accepted
2. **Declarations of interest.** Cllr Martin noted an interest in any discussions regarding the allotments.
3. **To approve the minutes of the previous meeting and to consider any matters arising:**
4. **To receive the Chairman’s report:**
	1. The Chairman thanked Cllr Nicholson for his efforts regarding the Christmas tree, and thanked the hub for organising the wonderful Christmas shopping event night on 30/11/23.
	2. The Chairman noted that Councillors cannot vote on the precept if they are in arrears with council tax.
	3. The Chairman introduced the subject of Ferry Road flooding. He noted that the Parish Council has no statutory powers over any issues in this regard but can facilitate any meetings regarding works to rectify the problems.

The Chairman adjourned the meeting at 1904 hrs for public session:

Gas works:

A member of the public suggested that the Mill Suite could perhaps be used if parishioners would wish to use it for heat and warmth and WIFI during any gas outages. Council discussed the idea and agreed that it would work with the Village Hall committee to plan opening dates / times

 A Parishioner asked what emergency plans were in place for any national or local emergencies. **The Clerk** would find out about emergency plans and add the emergency warden to the agenda for the January meeting.

Representatives from Ferry Road attended the meeting. They noted that three pumps are working to remove the water from the area and for the first time in some months they had been able to drive down Ferry Road. County Cllr Price noted that he had attended the Norfolk Strategic Flood Alliance meeting on 23rd November. Anglian Water had noted that they had £20,000 available for works on Ferry Road. Cllr Price had chased Anglian Water on a number of occasions following the meeting and were still awaiting a response from Anglian Water. Cllr Price confirmed that he had the funding for confirmed works to Lower Street to ensure that no additional water would run off Lower Street into Ferry Road. Cllr Price also noted that there would be a meeting with Duncan Baker MP, himself, representatives from Ferry Road and Anglian Water on 18th December. Cllr Price noted that Ferry Road is a private road and so Highways are not willing to take over the road. A parishioner noted that the dredging in the area is not happening as much as usual. Cllr Cavendish agreed that the dredging works were not being undertaken effectively. Cllr Price noted that there were 37 different agencies with the remit to deal with flooding in the County and that the NSFA exists to pull those organisations together. **The Clerk** would speak with the MP and note that one of the fundamental issues is that there is no information regarding ownership of Ferry Road and the apparent data protection issues with the understanding of the ownership of the relevant land.

The Chairman reconvened the meeting at 2004

1. **To update Council on outstanding projects:**
	1. Electrics. Cllr Nicholson. Cllr Nicholson noted that Norwich Electrical had quoted too highly to be competitive but that Cllr Cavendish has donated some cable which Cllr Nicholson had put in place. The Chairman thanked both Cllrs. **Cllr** **Nicholson** asked that Cadent dig the hole for the cable
	2. Playground gate. Cllr Davis. **The Clerk** would speak to Cllr Varley to ensure that the catches be delivered to the maintenance contractor
	3. Brown signs. Cllr Avellino. Cllr Avellino had conducted the pre-assessment and it had been suggested that the application would be supported. Cllr Avellino noted that there is a fee of £179.01 for the pre-assessment, which Council could approve at the following meeting. Cllr Avellino noted that the quote could then reach £3K and that she would recommend that Council could then put in a parish partnership bid for 50% of the costs. **The Clerk** would fill in the forms and pay the fee for the quote. **Cllr Avellino** would send the required information to the Clerk
	4. Jubilee Walk trees – postponed to November and January. Cllr Williams and Cllr Varley had put together a spreadsheet of all the work. This would be on the January agenda for discussion.
	5. Light on St Benet’s Hall – Cllr Nicholson (after Christmas tree lights are finalised). Cllr Nicholson noted that the light had blown and that it was now urgent. **Cllr Nicholson** would liaise with Westcotec to ensure that the St Benet’s light would work on a timer. Council gave the Clerk and Cllr Nicholson delegated authority (at the end of the meeting) to purchase
	6. Contracts. Recreation Ground and gardening. **The Clerk and Cllr Davis** would work on this together
	7. Ludham Bridge Moorings (The Chairman). **The Chairman** would visit Ludham Bridge Moorings
	8. School signage (Cllr Avellino). Cllr Avellino noted that Norse, the contractors, had not tackled the subject as they had a backlog. It was also noted that the address on the school website was incorrect. **The Clerk** would follow this up.
2. **To receive the Chairman’s report**
3. **To consider items of correspondence:**
	1. SAM2 location. No post at Hillside. Not accessible at Petersfield due to shrubbery. Cllr Davis noted that this SAM2 location was on Lower Street beside JB Boats and that the SAM2 could be positioned there.
	2. Parishioner. Cadent digging works / electrics trench. The subject had been discussed during the public session.
	3. Bowls Club. Electrical check report information. The subject would be moved to the projects list and **The Clerk** would follow up on the subject with Norwich Electrical
	4. County Councillor. County Deal information. Noted over email. Cllr Price noted that the members agreed that it would elect a leader and that the changes would take place in 2025.
	5. Parishioner. Mill Suite open for coffee and tea / suggestion during Cadent works. **Cllr Nicholson** would correlate the current Mill Suite bookings with the Cadent closures and work with **The Clerk** if required

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:

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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 and Staithe works | BACS | 439.00 |  |
| 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.**
	1. Plinth / bench around beacon - £1200 allocated for funding from the Horning Boat Show. Cllr Avellino noted that she had had a meeting with Cllr Varley and discussed some plans for the plinth. She put forward some ideas with regard such as solar lighting and paving. Cllr Varley had also found a plaque. Cllrs Varley and Avellino would revert to the January meeting
	2. Playground report. Noted
	3. Slide – quotes being refreshed and slide purchased
	4. Reflectors on posts on Staithe. These works were finished.
	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 had been adjourned at 1904 in order to cover Ferry Road.**
	1. **District / County Councillor report.**
	2. **Public Session**
4. **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
5. **Agenda items**
	1. To discuss and agree action regarding the Football Club’s request for support with changing rooms. Postponed
	2. To consider the if any amendments are required to the village hall lease following circulation of the existing lease. **The Clerk** would send it to the Village Hall for signing. The Village Hall representative at the Parish Council noted that the Village Hall Committee had registered the lease of the land.
	3. To consider any response from the Broads Authority regarding the lease of the Staithe. The Clerk had spoken with the Broads Authority and explained to Council that £2000 would not be an acceptable rent.
	4. To consider funding for the Christmas Tree base (invoice on the payments list). It had been **AGREED** that the Parish Council would pay for these works
	5. To consider purchasing.gov.uk email addresses. **The Clerk**  would liaise with Cllr Davis and work towards a cost effective answer
	6. To receive a response from Savills (on behalf of the Church Commission) regarding the purchase of the Upper Street allotments The Chairman explained that the Council had offered £9K for the Upper Street allotments plus the legal fees of £5K. **The Clerk** would circulate the Heads of Terms and work on the S106 monies with Cllr Varley
	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. **AGREED**
	9. To agree if to accept payment for the hire of the St Benet’s Hall on 30/11 for the Christmas shopping event – approx. £50. **APPROVED**
6. **To list items for the Horning Reach Parish News**

It was noted that there was no Horning Reach in the month of December

1. **HTo identify other items at the Chairman’s discretion:**
	1. **The**The ChairmanddkNone
2. **ThCllrTo identify the next venue for the SAM2 sign.** No further information noted
3. **To confirm that the next meeting will take place in the St Benet’s Hall on Wednesday 3rd January 2024.**
4. **Closure of meeting at 2110 hrs**