**HORNING PARISH COUNCIL**

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

**held on Monday 5th February 2024 in St Benet’s Hall at 1900 hrs**

**Present:**

**Cllr R Martin (Chairman)**

**Cllr I Davis**

**Cllr P Avellino**

**Cllr S Williams**

**Cllr C Nicholson**

**Cllr A Varley**

**Cllr R Cavendish**

**Clerk / RFO: Jo Beardshaw**

**County Councillor Richard Price**

**Number of Parishioners:** 4

1. **Apologies for absence.** Cllr Burgess had sent his apologies for personal reasons. Accepted
2. **Declarations of interest.** Cllr Varley noted his declaration of interest in matters pertaining to planning as he sits on the Planning Committee. Noted
3. **To approve the minutes of the previous meeting and to consider any matters arising: APPROVED.** No matters arose that are not already on the agenda.
4. **To receive the Chairman’s report:**
	1. The Chairman noted he expected that the majority of the Cadent works would be postponed until September. Cllr Varley noted that as there had been tidal surges and there was a high water table it was impossible for Cadent to undertake the works on Lower Street. He noted that there were also fears of contamination of the Broads. He noted that Cadent have decided to move the works to ‘approximately’ September. **The Chairman** asked that the **Clerk** should confirm with Cadent regarding fixing any damage to the village. Cllr Varley noted that there would be recovery works. Cllr Varley noted that he would also be walking round with Cadent on behalf of the Parish Council following up with Cadent. **The Clerk** would speak with Cadent and ask them to attend the March meeting
	2. The Chairman went on to note that there is a further closure from 12th February to 1st March for fibre cabling.
5. **To update Council on outstanding projects:**
	1. Electrics. Cllr Nicholson. Cllr Nicholson noted that he would be meeting with a representative from DC Hunt regarding the electrics. Cllr Nicholson would also check item the light on St Benet Hall (item 5d). **Cllr Avellino** noted that she would email Cllrs Nicholson and Davis the specification for the light
	2. Playground gate. Maintenance contractor – done. Noted
	3. Brown signs. Cllr Avellino. Held up by NCC. Cllr Avellino would revert to NCC and would have a response by the next meeting. Noted with thanks
	4. Light on St Benet’s Hall – Cllr Nicholson. See 5a above
	5. Ludham Bridge Moorings (The Chairman). Cllr Burgess had kindly spoken with the tenant and Cllr Burgess / the Chairman would follow up.
	6. School signage (Cllr Avellino). Cllr Avellino noted that she was also following up on this and would have a response by the following meeting
	7. Request to Cadent to dig a trench on behalf of village. Confirmed as no longer required. Noted
	8. Plinth / bench around beacon. AM team. Cllr Varley noted that he had determined the costs for the works which came in, together with fitting, at approximately £1200. Cllr Varley had discussed this with the Boat Show committee and received approval. Council asked Cllr Varley to continue with the project. Council **AGREED.**
	9. .gov email addresses for Cllrs – Cllr Davis and The Clerk. Cllr Davis would work together to set up the Direct Debit
	10. Bollards on St Benet’s Green—done. Noted
	11. D Day preparations. Council agreed as follows:



* 1. Savings Account set up. The Clerk noted that the current savings account is earning 2.75% which is as good as can be found within the environment. Noted.
1. **To consider items of correspondence:**
	1. Cllr Williams. SNAP report (see pdf). Cllr Williams had sent her report, which the Clerk had circulated. The Chairman thanked her very much for her hard work on the SNAP team
	2. The Broads Authority. Lease of the Staithe. The Council would leave the discussion up to the Broads Authority to revert
	3. Clerk. S137 donation maximum per elector (£10.81). Noted
	4. Cllr Varley. S106 update. The District Cllr confirmed that he would hear from NNDC ‘People and Places’ team and would revert within two days

1. **Finances:**
	1. **Bank Reconciliations:** The Chairman of the Finance Committee had considered and signed the finance reconciliation for the previous two months
	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  | BACS | 705.16 |  |
| 3 |  | CGM | Landscaping  | In credit |  |  |
| 4 |  | NEST | Pension (part paid by Clerk) | DD | 135.45 |  |
| 5 |  | HMRC | Tax | BACS | 84.24 |  |
| 6 |  | Carol Gilden  | Gardening works | BACS | 97.50 |  |
| 7 |  | Kevin Wright  |  | BACS | 414.50 |  |
| 8 |  | Unity Bank | Service Charge September to December 23 | DD | 0.30 |  |
| 9 |  | Horning VH. Inv 10211 | Hub payments from earmarked reserves | BACS | 54.00 |  |
| 10 |  | AT litter pick gift as agreed previously but not paid |  | BACS | 100.00 |  |

1. **Asset Management.**
	1. Playground report. Noted with thanks
	2. Village Hall car park. Cllr Varley noted that the car park is in a poor state. Cllr Varley has spoken to various contractors and Council **AGREED** that Cllr Varley would order the works as soon as possible
	3. Plaque on Mill Hill Green. Cllr Varley would be acquiring two plaques at the same time – one for the Beacon and one for Mill Hill Green
2. **Parish Councillor reports.**
	1. Cllr Cavendish. SAM2 data. Cllr Cavendish had circulated the Sam2 data. **The Clerk** would publish the information on the Parish Council website.
3. **Parishioners’ Matters: The meeting was adjourned at 1941 hrs for public comment**
	1. **District / County Councillor report.**
		1. District Cllr Varley updated Council on activity at North Norfolk District Council
	2. **Public Session**

**The Chairman reconvened the meeting at 2021hours**

1. **Planning:**
	1. Planning applications received:
		1. BA/2024/0021. Ferryman’s Cottage. Replacement of timber quayheading with plastic piling. **Supported**
	2. Planning applications decided:

None

1. **Agenda items**
	1. To discuss and agree action regarding the Football Club’s request for support with changing rooms. The Chairman postponed the item to the following meeting
	2. To consider and agree the Gardening Contract for the village. **Clerk** to ask the grass cutting / pruning contractor to revert with a schedule of costs
	3. To receive allotment updates (rental figures / available figures) and to consider if an allotment may be doubled in size as per a request. **AGREED**. Noted with thanks
	4. To consider a quote for an EICR for Horning Bowls Club. **AGREED**
	5. To consider adding a new location to the SAM2 approved locations in order to attempt to enforce 20 mph during the Cadent works near the School. No longer relevant
	6. To consider the policy review spreadsheet. Council agreed to review the disciplinary and grievance procedure and the other three in May. The Clerk would look into a modern slavery policy. The Clerk would also look at a training event between local Councils
	7. To consider a Parish Council risk assessment. The Chairman would put together a new risk assessment for Council for presentation at March or April
	8. To consider setting up a direct debit for the new email address payments. **AGREED**
2. **To list items for the Horning Reach Parish News**
	1. Request for a brass player for the D-Day commemoration
	2. List phone numbers and email addresses for Cadent
	3. Refer parishioners to Cadent website
3. **HTo identify other items at the Chairman’s discretion:**
	1. **The**The ChairmanddkNone
4. **ThCllrTo confirm that the next meeting will take place in the St Benet’s Hall on Monday 4th March 2024 at 1900 hrs in St Benet’s Hall**
5. **Closure of meeting at 2046 hrs**