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 March 2024 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 5th February 2024, and matters arising.

1. **To receive the Chairman’s report including any updates on Cadent Gas**
2. **To update Council on outstanding projects:**
   1. Electrics. Cllr Nicholson
   2. Ludham Bridge Moorings (The Chairman / Cllr Burgess)
   3. School signage
   4. Plinth / bench around beacon. AM team
   5. D Day preparations
   6. Email addresses set up
   7. EICR from Norwich Electrical for Bowls Club. Commissioned 14.02.24
   8. Restricted Byway update on signage
3. **To consider items of correspondence:**
   1. Cllr Williams. SNAP report (see pdf) if available
   2. Gardening Contractor. Information concerning the gardening / pruning contract
   3. Neighbouring Councils. Training event suggestion
   4. Duncan Baker MP. Information concerning the digital switchover
   5. Cllr Williams. Flag bearer information
   6. TPO confirmed at: Land At 2 Parkland Crescent, Corner Of Hillside Road and Benedict Road
   7. Cllr Price. Information concerning the Broadland Futures Initiative. <https://www.broads-authority.gov.uk/looking-after/climate-change/broadland-futures-initiative>
   8. David Bracey Play. Confirmation of inspection in May 2024
   9. Cllr Price. MOU for Sam2 at the School, if required
   10. 02 mast update
   11. BA. Lease of Staithe
4. **Finance**
   1. To receive confirmation of finances
   2. To receive information on receipts:
      1. £265 (additional monies still to bank) – donations box on Staithe
      2. Bottle recycling
   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 | 698.89 |  |
| 3 |  | CGM | Landscaping | In credit |  |  |
| 4 |  | NEST | Pension (part paid by Clerk) | DD | 135.45 |  |
| 5 |  | HMRC | Tax | BACS | 84.04 |  |
| 6 |  | Carol Gilden | Gardening works | BACS | TBC |  |
| 7 | 04.01.24 | NNDC | Litter bins. 28 x £2.85 | BACS | 95.76 | 15.96 |
| 8 |  | URM | Glass recycling | BACS | 57.12 | 9.52 |

1. **Asset Management.** To receive the report from the Asset Management Committee
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:

PF/24/0204. Grebes View, 39 Lower Street. Change of use to dog grooming parlour. No objection response (outside meeting timescales)

* 1. Planning applications decided:
     1. BA/2023/0384/HOUSEH Ropes Hill Dyke. Application of protective finish (Opaque grey) to the exterior of the dwelling & boat house. Approved subject to conditions
     2. BA/2023/0482. Blyth, Bunbury, Horning Reach. Replacement timber quayheading with capping and waling. Approved subject to conditions

1. **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 discuss and agree a modern slavery policy
   3. To discus and agree suggested protocol for Operation Menai Bridge
   4. To discuss S106 and further steps regarding the purchase of the Upper Street allotment site
   5. To approve a quotation for electrical works at St Benet’s Hall
   6. To confirm a grant application for £300 towards D-Day commemorations
   7. To confirm Parish Council wording for ‘Welcome to the Village’ booklet.
   8. To discuss details of an email from Capron Helliwell regarding the purchase of the Upper Street allotments and amendment of the Lower Street lease and to consider the quotation therein.
2. **To list items for the Horning Reach Parish News**
3. **To identify other items at the Chairman’s discretion**
4. **To confirm that the next meeting will take place in the St Benet’s Hall on WEDNESDAY 3RD APRIL 2024**
5. **Closure of meeting**