**HORNING PARISH COUNCIL**

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

**held on Monday 4th March 2024 in St Benet’s Hall at 1900 hrs**

**Present:**

**Cllr R Martin (Chairman)**

**Cllr P Avellino**

**Cllr S Williams**

**Cllr C Nicholson**

**Cllr A Varley**

**Cllr S Burgess**

**Clerk / RFO: Jo Beardshaw**

**County Councillor Richard Price**

**Number of Parishioners:** 5 plus three members of Cadent and two members of the Broads Authority.

1. **Apologies for absence.** Cllrs Davis and Cavendish had sent their 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 were not already on the agenda.

**BA / Staithe Lease**

The Chairman closed the meeting for a public session at 1903 and asked the representatives from the Broads Authority – Asset Officer Angie O’Connor and Chief Executive John Packman to speak. Mr Packman confirmed that quayheading costs around £1600 per linear metre and that there was little movement in any potential lease offers for the Horning Staithe. He noted that where a landowner takes responsibility for the structure, a commercial rent can be paid but in the majority of circumstances a low nominal rent is paid but the BA tend to manage the infrastructure.

Ms O’Connor recommended a rent payment of £800 to £1000 per annum. The Chairman replied that the Council would consider the subject at the following meeting.

Cllr Burgess proposed that one or two spots on the Staithe could be used for short term mooring for people to use the local businesses. The Parish Council would revert to the BA regarding suggestions for the Staithe.

It was recommended that the lease could last 25 years.

Mr Packman also recommended that the local Councils join together with the BA to have a discussion regarding 24 hour moorings and the misuse of the Staithe.

 **Cadent**

Mark Briggs, Doug Taylor and Eleanor Lewis had kindly attend the meeting. The representatives from Cadent asked for Council to recommend which dates would be best for the six week further works period – perhaps September or October 2024. In addition, Cadent noted that one day 15 bags of dog faeces had been thrown in an excavation hole.

Mr Briggs also noted that Cadent would be willing to support the community.

**Other matters: D Day**

Cllr Nicholson agreed to arrange the sound / amplification system. Cllr Williams would supply camouflage netting if possible

The Parish Council reminded the Village Hall to review the lease, which the representatives from the Village Hall agreed to review.

The Chairman reconvened the meeting at 8.45pm

1. **To receive the Chairman’s report:** The Chairman thanked Cllr Varley very much for his excellent work as the editor of the Horning Reach.
2. **To update Council on outstanding projects:**
	1. Electrics. Cllr Nicholson. Cllr Avellino had emailed Cllr Nicholson regarding the light outside St Benet’s Hall with an alternative suggestion. Council discussed the recommendations. Council gave delegated authority to Cllrs Avellino and Nicholson. Council **AGREED** to pay for the electric works as necessary
	2. Ludham Bridge Moorings (The Chairman / Cllr Burgess). Cllr Burgess was working on this
	3. School signage. Cllr Avellino was working on this subject
	4. Plinth at beacon. AM team. Ongoing.
	5. D Day preparations. The subject had been discussed during the public session
	6. Email addresses set up. Ongoing
	7. EICR from Norwich Electrical for Bowls Club. Commissioned 14.02.24
	8. Restricted Byway update on signage. Cllr Varley would chase NNDC. The Clerk would speak to the landowner if she could make contact with him
3. **To consider items of correspondence:**
	1. Cllr Williams. SNAP report (see pdf) if available. Cllr Williams noted that there had been no SNAP meting during the month.
	2. Gardening Contractor. Information concerning the gardening / pruning contract. The Clerk noted that the gardening contractor was considering her prices and would revert at a future meeting
	3. Neighbouring Councils. Training event suggestion. The **Clerk** would arrange training for Cllr Williams
	4. Duncan Baker MP. Information concerning the digital switchover. Noted
	5. Cllr Williams. Flag bearer information. Cllr Williams had researched the responsibilities of a flag bearer and had taken over receipt of the flags. Council thanked Cllr Williams for volunteering for this important role.
	6. TPO confirmed at: Land At 2 Parkland Crescent, Corner Of Hillside Road and Benedict Road. Noted
	7. Cllr Price. Information concerning the Broadland Futures Initiative. <https://www.broads-authority.gov.uk/looking-after/climate-change/broadland-futures-initiative>. Cllr Price noted that very few councillors had heard of the BFI, and urged Councillors to read about it and revert with comments and queries and to let the Broads Authority have their knowledge and learnings from living locally.
	8. David Bracey Play. Confirmation of inspection in May 2024. Noted
	9. Cllr Price. MOU for Sam2 at the School, if required. Noted with thanks.
	10. 02 mast update. The Chairman suggested that there was no threat from the mobile phone mast. The District Councillor confirmed that the from the point of view of Planning, the mast is temporary and any permanent solution would need to receive planning permission
	11. BA. Lease of Staithe. The Council had discussed the lease during the public session

1. **Finances:**
	1. **Bank Reconciliations:** Cllr Avellino (in the absence of the Chairman of the Finance Committee) had considered and signed the finance reconciliation for the month
	2. **Receipts:**
		1. £180. Slipway income
		2. 341.66. Donation – Staithe donation boxes
	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 | 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 | 30.00 |  |
| 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 |
| 9 |  | Horning Hub | Transfer of EMR | BACS | 242.94 |  |
| 10 |  | ICO | Subscription | DD | 35.00 |  |

1. **Asset Management.**
	1. Playground report. Noted with thanks
	2. Cllr Varley noted that the car park at the Village Hall had had pothole work undertaken
2. **Parish Councillor reports.**
	1. Cllr Cavendish. SAM2 data. Cllr Cavendish had been unable to attend the meeting.
3. **Parishioners’ Matters: The meeting had been adjourned under 3) above**
4. **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**
	1. To discuss and agree action regarding the Football Club’s request for support with changing rooms. The Chairman would speak with the Football Club. Postponed
	2. To discuss and agree a modern slavery policy. **AGREED**
	3. To discus and agree suggested protocol for Operation Menai Bridge. **AGREED**
	4. To discuss S106 and further steps regarding the purchase of the Upper Street allotment site. Council agreed to use Capron Helliwell as the solicitor for the conveyance being aware that the purchase of the allotments might cost up to £2.5K. The **Clerk** would negotiate with Capron and Helliwell and see if costs could be reduced and would revert to Savills to let them know that the purchase could go ahead.
	5. To approve a quotation for electrical works at St Benet’s Hall. These works were **approved** with delegated authority to Cllrs Avellino and Nicholson for the choosing of the light.
	6. To confirm a grant application for £300 towards D-Day commemorations. **AGREED**
	7. To confirm Parish Council wording for ‘Welcome to the Village’ booklet. The Chairman would re-write the wording to represent the Parish Council
	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. See item 12d above
2. **To list items for the Horning Reach Parish News**
	1. Cadent road closure and website. An additional 6 week closure September / October
	2. D-Day. The Parish Council is working with the Horning Hub regarding the D-Day
3. **HTo identify other items at the Chairman’s discretion:**
	1. **The**The ChairmanddkDiscussions regarding options for support from Cadent
4. **ThCllrTo confirm that the next meeting will take place in the St Benet’s Hall on WEDNESDAY 3rd April 2024 at 1900 hrs in St Benet’s Hall**
5. **Closure of meeting at 2152 hrs**