**HORNING PARISH COUNCIL**

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

**held on Wednesday 3rd April 2024 in St Benet’s Hall at 1900 hrs**

**Present:**

**Cllr R Martin (Chairman)**

**Cllr P Avellino**

**Cllr A Varley**

**Clerk / RFO: Jo Beardshaw**

**Number of Parishioners: 2**

1. **Apologies for absence.** Cllrs Davis, Burgess, Williams, Nicholson 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. Cllrs Martin and Varley noted their interest in any items pertaining to the allotments
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.
4. **To receive the Chairman’s report:**
	1. The Chairman noted his frustration regarding the Ferry Road flooding situation. The Chairman noted that there seemed to be regular meetings on the subject and that nothing was being achieved. The Council **AGREED** to write to Duncan Baker MP and the leader of NCC and Mr Cator, Chairman of the Strategic Flooding Alliance to ask them to become involved. The Chairman noted that he had been on the Council for at least 10 years and that nothing was ever resolved. It was agreed that if the agencies do not wish to become involved in the process they must say so and let the private landowners know.
	2. The Chairman noted that Cadent had undertaken some reinstatement works on Mill Hill Green.
5. **To update Council on outstanding projects:**
	1. Electrics. Cllr Nicholson. Cllr Nicholson had emailed the Clerk to note that the works would be undertaken by DC Hunt
	2. Ludham Bridge Moorings (The Chairman / Cllr Burgess). Cllr Burgess was dealing with the matter
	3. School signage - completed
	4. Plinth around beacon. The AM team were in the process of organising the parts, which would be fitted by Cadent Gas
	5. D Day preparations. Mrs Boshier noted that the school were grateful for the donation of £50 to purchase the wherewithal for tea and cake. The donations would then be given to the Royal British Legion. A team from the Horning Hub would meet with the Chairman of the Village Hall the night before D Day to decorate the hall. The Village Hall Committee would provide snacks leading up to the Beacon lighting ceremony. Mrs Boshier noted that she had also contacted a musician who would be willing to play the last post. **Cllr Martin** would obtain a tin from the Royal British Legion.
	6. Email addresses set up. New information received from NALC with £100 incentive. The Clerk would research this and revert but noted that the matter would not be resolved instantly as new information was regularly emerging
	7. EICR from Norwich Electrical for Bowls Club. Commissioned 14.02.24. **The Clerk** would chase Norwich Electrical again for a date.
	8. Restricted Byway update on signage. **Cllr Avellino** would look at the area to check ownership. **Cllr Varley** would ensure that the sign would be ordered when NNDC next order a set of signs. **Cllr Varley** would chase the signs every few weeks.
	9. Purchase of allotments update. The Chairman had sent the relevant documentation to Capron Helliwell. **The Clerk and Cllr Davis** would need to send their own personal information to the solicitor. Council **AGREED** that **Cllr** **Davis** should have delegated authority if he was willing to receive it, to liaise with Capron Helliwell on Council’s behalf.
	10. Update on Ferry Road. Cty Cllr Price had emailed to say that he was working with the EA to look at raising the height of Ferry Road but that the anticipated cost was so high. It was agreed that **the Clerk** would make a note at each meeting (even if was during the public session) with an update on Ferry Road and keep a timetable of events
6. **To consider items of correspondence:**
	1. Cllr Williams. SNAP report (see pdf) if available. Cllr Williams had been unable to attend the meeting
	2. Clerk. Community payback update. **The** **Clerk** would email Cllrs and ask for confirmation that all are in agreement.

1. **Finances:**
	1. **Bank Reconciliations**
	2. **Receipts:**
		1. £180. Slipway income
	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  | BACS | 708.19 |  |
| 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 | TBC |  |
| 7 |  | Savills | Allotments in arrears | SO | 297.10 |  |
| 8 |  | URM | Glass recycling | BACS | TBC |  |
| 9 |  | E Buck | Car park resurfacing | BACS | 1200.00 |  |
| 10 |  | Unity Bank | Cheque management  | DD | 0.30 |  |
| 11 |  | Kevin Wright | Thermoplastic Car Parking lines | BACS | 1378.00 |  |
| 12 | 2.04.2024 | P Avellino | Reimbursement of Cats Eyes for Beacon | BACS | 220.80 | 36.80 |

1. **Asset Management.**
	1. Playground report. Noted with thanks
	2. To consider a request for painting / preserving the planters before the Boat Show. **Cllr Varley** would ask the village maintenance contractor to paint and preserve the planters prior to the show. **The Clerk** would speak with the gardening contractor as well to ask that the planters could be strimmed around the outside. **The Clerk** would also ask the gardening contractor to undertake works locally prior to the boat show. **Cllr Varley** would speak with Cadent regarding sweeping Lower Street.
	3. Cllr Varley noted that the works on the Village Hall car park had been undertaken over February and then in mid-March. Noted with thanks to the AM team
	4. Cllr Varley noted that the paving slabs and cats eyes had been ordered for the beacon plinth. Cllr Varley noted that Cadent Gas would be providing the base concrete and undertaking the works for the plinth. Cllr Varley also recorded that he would be purchasing the plaque for the Beacon as well as the plaque for the Mill Hill Green
2. **Parish Councillor reports.**
	1. Cllr Cavendish. SAM2 data. Cllr Cavendish had been unable to attend the meeting.
3. **Parishioners’ Matters: The meeting was adjourned at 1959 for the public session**

**The Clerk** would ask Eleanor Lewis for support on behalf of the Horning Hub for the Warm spaces hire of the hall to the total for a year of around £750

**The Clerk** would contact the Boat Show organisers to remind them to put cones round the Mill Hill Green to protect the newly seeded green, especially considering the bus from Bewilderwood.

**The Clerk** would ask the PCC if it would be willing for Council to put a remembrance day commemorative memorial plaque on the wall of St Benet’s Hall, or beside the War Memorial

1. **Planning:**
	1. Planning applications received:
		1. PF/24/0437. Bure View, Mill Loke. Demolition of existing single storey garage and construction of new double garage with first floor home office accommodation. Council agreed to offer no comment on the application but that **The Clerk** would circulate the planning application again to await responses from Councillors
	2. Planning applications decided:
		1. BA/2024/0021/HOUSEH. Ferryman’s Cottage, Ferry Road. Replacement of timber quay heading which has reached end of service life using timber clad multilock plastic piling. Approved subject to conditions. Noted
		2. BA/2023/0471/HOUSEH. Ferryman’s Cottage. Ferry Road. Loft conversion, including raising the existing ridge line and adjusting the roof pitch to provide the new accommodation. Refused. Noted
		3. PF/23.1871. Almond Tree Cottage, 125 Lower Street. Construction of detached dwelling and garage within rear garden of 125 Lower Street; alterations to existing dwelling to allow for conversion to detached garage to serve 1 Hillside Road. Approved. Noted
2. **Agenda items**
	1. To discuss and agree action regarding the Football Club’s request for support with changing rooms. The Chairman had been in touch with the football club and liaised with them regarding the potential improvements in facilities for the football club.
	2. To consider renting allotment space to parishioners in Neatishead and Ludham. Council agreed that it was not in a position to offer allotments to other villages at this time
	3. To consider an offer from the BA for the rental of the Staithe of £800 to £1000 per annum. Council agreed to defer the conversation until the May meeting
	4. To consider options regarding short term mooring to recommend to the BA. The item was postponed to the May meeting
	5. To consider options for suggestions for Cadent to support the community, as suggested at the March meeting. **The Clerk** would ask for support for the Hub, and the works at the beacon had been agreed.
	6. To consider purchasing a memorial to D Day such as a silhouette . Council had discussed a ‘We Shall Not Forget’ plaque and the Clerk would be researching locations. **The Clerk** would circulate to Councillors information regarding a silhouette and put the item on the following agenda. The item would be deferred to the following meeting.
	7. To consider any action regarding the poor state of repair surrounding the Swan Public House. The **Clerk** would tell M&B that the Council had a deadline of the Boat Show date. **Cllr Avellino** had asked NCC to review the ownership of the kerb stones on the door of the Swan. **The Clerk** would also inform M&B that the potholes outside the Swan are a slip and trip hazard. **The Clerk** would also follow up with the Swan regarding the litter picking monies liable.
	8. To consider a request for £50 towards D-Day flyers. **AGREED**
	9. To consider responses to the Validation Checklist and the Local Plan for the Broads. The Councillors would respond privately if they wished to do so. [Consultations (broads-authority.gov.uk)](https://www.broads-authority.gov.uk/about-us/how-we-work/transparency/consultations).
	10. To consider the insurance schedule for the forthcoming year. The **Chairman** and **the** **Clerk** would review the asset register against the insurance schedule.
3. **To list items for the Horning Reach Parish News**
	1. Energy saving grants link
	2. Request for more Parish Councillors
	3. Horning Hub D Day event marketing
4. **HTo identify other items at the Chairman’s discretion:** None
5. **The**The Chairmanddk**ThCllrTo confirm that the next meeting will take place in the Mill Suite on WEDNESDAY 1st MAY 2024 at 1900 hrs. This meeting would be the Annual Meeting of the Parish Council following the Annual Parish Meeting**
6. **Closure of meeting 2108 hrs**