

HORNING PARISH COUNCIL



Minutes of a meeting of HORNING Parish Council held on Monday 2nd June 2025 in St Benet's Hall at 1900 hrs

Present:

Cllr A Varley (Chairman)
Cllr G Martin (Vice Chairman)
Cllr S Burgess
Cllr G Evans
Cllr C Nicholson

Clerk / RFO: Jo Beardshaw

Number of Parishioners: 6.

- 1. To note apologies for absence.** Cllr Avellino, Cllr Davis, Cllr Cavendish had sent their apologies, which were accepted.
- 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. Cllr Burgess declared an interest in 5a on the basis of a personal friendship. The Chairman noted an interest in item 10 on the basis that he sits on the planning committee.
- 3. To approve the minutes of the previous meeting**

To receive and approve the minutes of the Parish Council meeting held on Monday 19th May 2025. **APPROVED**

- 4. To receive the Chairman's report.** Noted
- 5. To update Council on outstanding projects and to receive the Asset Management report**
 - a.** Flint Wall. **Cllr Burgess** would speak to the contractor to follow up the public liability requirements.
 - b.** Village maps. The **AM** working party would follow up and revert.
 - c.** Brown signs. **Cllr Avellino** was not in attendance at the meeting.
 - d.** Planters / bollards on the Village Green and to discuss communicating with those that tend them currently. **The Clerk** would thank the people who had been tending the planters over the last two years.
 - e.** Asset register – Recreation Ground and Village Green included as assets. **The Clerk** would add these to the existing asset register for approval at the August meeting.
 - f.** Land registration. Allotment land, Recreation Ground and Village Green. Cllr Martin noted that the application would take up to two years to process. Cllr Martin noted that the Council should ask for updates. Cllr Martin noted that the deeds would not be received until the land is registered. He also noted that the covenants and restrictions were received as part of the documentation over email from Capron Helliwell.

- g. Summer Bunting sponsorship project. **Cllr Evans** would follow up to obtain old spinnakers in order to obtain 4 x 25 metre lengths. It was noted that there is a patchwork class in the village.
- h. Village Sign. Cllr Varley noted that the project was progressing.

6. To consider items of correspondence:

- a. Boat Show regarding plaques and promotion during the year. **The Clerk** would phone the Boat Show Chairman to discuss.

7. Parishioners' Matters

To adjourn the meeting to allow members of the public to speak – 7.22pm

The period of time designated for public participation at a meeting in accordance with standing order 3(e) shall not exceed 15 minutes unless directed by the Chairman of the meeting

District Councillor / County Councillor reports circulated by email.

- The County Councillor noted that Anglian Water is investing £2.2 million at Knackers Wood.
- The County Councillor noted that Members would be receiving £5K to allocate towards social inclusion, community engagement and volunteer opportunities. £5,000 per County Councillor.

- o Members of the public to speak
- o Reconvene meeting

The meeting was reconvened at 742pm

8. To report receipts Finance

- a. To receive confirmation of finances. No bank reconciliation to record.

- b. To receive information on receipts:

- £145. Tree donor BT

- c. To agree and authorise payments

	VAT Date	Payee	Description	DD/SO / BACS	Amount	VAT
1		Jessica Mckenna	Litter Picking	S/O	155.00	
2		Clerk	Salary and expenses	BACS	718.97	
4		NEST	Pension (part paid by Clerk)	DD	139.78	
5		HMRC	Tax	BACS	130.68	
6		Carol Gilden	Village Green cut and village sign and steps	BACS	207.50	
7	30.04.2025	URM	Glass recycling	DD	37.82	6.30
8		Horning Primary School	Donation towards VE day costs	BACS	50.00	

9	21.05.25		Reimbursement for plaque donation			
		PA Cllr		BACS	64.01	10.66

Plus, any invoices received after publication of the agenda

9. Parish Councillor reports. To receive any Parish Councillor reports and updates, including:

10. Planning.

- a. Planning applications received: None
- b. Planning application decisions:
 - i BA/2025/0085/HOUSEH. Burehaven. Replacement windows and doors to rear and side elevation.
 - ii HN/25/0867. 27 Parkland Crescent. Notification of intention to erect a single storey rear orangery extension. Permission not required

11. Agenda items. To discuss agenda items:

- a. To consider if the Litter Pick contract should be published for re-tender. **The Clerk** would review the contract and amend it if required. The Clerk would ask if the litter picker would wish to continue the works, and if she would like to increase the contract to include School Road. The Clerk would add the item to the August agenda.
- b. To receive an update from the Staithe Working Party and to agree actions accordingly. Council held a discussion summarising actions so far. Cllr Davis would be following up to obtain the report as mentioned from the BA. Council agreed that a split of responsibility would not work. **The Clerk** would discuss this with Cllr Davis in his capacity as the Chairman of the Working Party. **The Clerk** would review the correspondence and ensure that the notice period for notice to quit would be extended to 120 days from the date of the correspondence. Cllr Burgess noted that a termination agreement would be required within a future lease.
- c. To agree the use of the Recreation Ground for works to trees in a private garden. **AGREED. The Clerk** would follow up and request that any remedial works take place if necessary as a result of the works.
- d. To agree the use of the Beacon and to consider any maintenance works required. Cllr Burgess noted that the beacon needs to be painted and cleaned. The Clerk would ask Ab Fab Contractors to undertake the works
- e. To consider a request to place a second wheelchair accessible bench on the Recreation Ground (anonymous donor). **AGREED. The Clerk** would complete the application.
- f. To consider a lease agreement with a fish and chip van to park on the Recreation Ground to trade one night per week (not Friday as there is conflict with an alternative business in the village). The Council agreed to undertake a month trial period one night per week. Council agreed to charge an annual lease figure of £125. The Clerk would write a form of words noting that no rubbish should be created as a result and noise pollution kept to a minimum. Cllr Martin recommended that the item be reviewed at the August meeting.
- g. To consider consent streets for trading. Council reviewed prohibited streets. **The Clerk** would contact NNDC with the report.
- h. To consider a response to a Broads National Park Travel consultation survey. The Clerk would contact the sender and confirm that the survey is on behalf of the Broads Authority.
- i. To confirm agreement for the Horning Hub to work with the Events Working Party for the VJ Day commemoration on 15th August 2025 and that the events would be covered under the Parish Council's insurance policy. **The Clerk** would contact the Horning Hub with responses to queries.

12. To list items for the Horning Reach Parish News

- a. Please clear up after dogs. The Parish Council is aware that there is deer and hedgehog mess on occasion.
- b. Congratulations to the Sailing Club for organising a wonderful 3 Rivers Race.
- c. Staithe update. The Parish Council has put together a working party to work with the Broads Authority to renegotiate the lease of the Village Staithe. The Parish Council wishes to prioritise protecting the needs of parishioners. For further information, please attend the August Parish Council meeting.
- d. Village sign to be removed in near future
- e. Battery recycling

13. Closure of meeting and date of next meeting: Monday 4th August 2025 at 7pm in St Benet's Hall.

14. The meeting closed at 2054