

HORNING PARISH COUNCIL



NOTICE OF A MEETING OF THE PARISH COUNCIL

To Members of the Council: You are hereby summoned to attend a **meeting of Horning Parish Council Meeting in St Benet's Hall on Monday 6th October 2025 at 7pm** for the purpose of transacting the following business:

Jo Beardshaw

Parish Clerk / RFO

Press and Public are welcome

AGENDA

- 1. To note 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 Parish Council meeting held on Monday 1st September 2025.
- 4. To receive the Chairman's report**
- 5. To update Council on outstanding projects and to receive the Asset Management report**
 - a. Flint Wall- planned for October 2025
 - b. Village maps
 - c. Brown signs – response from businesses
 - d. Planters / bollards on the Village Green and to discuss communicating with those that tend them currently
 - e. Land registration. Allotment land and Village Green. (Recreation Ground on agenda below)
 - f. Summer Bunting sponsorship project
 - g. Village Sign
 - h. Slipway – instruction paper
- 6. To consider items of correspondence:**
 - a. Village Hall Committee. Permission granted to fly a drone over the Village Hall to review the roof
 - b. Road works – fibre works
 - 1 Mill Loke. 17/11/25 – 21/11/25
 - 2 Mill Hill. 24/11/25 – 28/11/25
 - 3 Lower Street. 30/10/25 - 12/11/25
 - 4 Ropes Hill / Letherington's Lane. 1/12/25 - TBC
 - c. Parishioner. Suggestion regarding tennis court on Pinewood Drive
 - d. Hornsea. Orstead's Community Fund open
 - e. Hub. Thank you letter from support for the use of the Mill Suite for a CPR session
 - f. Broads Authority. BA/2025/0254/TCAA. Birchwood, Lower Street. Alder – fell. Application received
 - g. Anglian Water. Flooding leaflet receipt for circulation

7. Parishioners' Matters

To adjourn the meeting to allow members of the public to speak.

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 (format recorded)

- Members of the public to speak
- Reconvene meeting

8. To report receipts **Finance**

a. To receive confirmation of finances

b. To receive information on receipts:

8.b.1. Anonymous. Donation for wheelchair accessible bench. £2,000

8.b.2. The Horning Boat Show. Donation for wheelchair accessible bench. £2,000

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	737.25	
4		NEST	Pension (part paid by Clerk)	DD	144.27	
5		HMRC	Tax	BACS	139.02	
6		Carol Gilden	Village Green cut and village sign	BACS	232.50	
7		URM	Glass recycling	DD	TBC	
8		P A Cllr	Reimbursement plaque	BACS	18.90	
9	19.09.25	PKF Littlejohn	External audit	BACS	378.00	63.00
10	31.08.25	Nurture Landscapes Ltd	Ground maintenance August	BACS	62.62	10.44
11		HM Land Registry	Fee	CHEQUE	45.00	

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:

10.a.1. BA/2025/0240/FUL. Bureside Estate, Plot 85, Crabbetts Marsh. Replacement, re-located boathouse with the addition of solar panels

b. Planning application decisions:

- 10.b.1.** BA/2025/0222/CPLUD. Willow Wren, Burehaven, Lower Street. Relocate front door for improved access. CPLUD issued
- 10.b.2.** BA/2024/0399/FUL. Proposed installation of 30m lattice tower supporting 3 no. antennas, 1 no 0.3m transmission dish, 9 no RRHs, 2.1m high steel post and 1.8m high chain link fence with 1 no equipment cabinet and 1 no meter cabinet on a concrete base and ancillary development thereto. Land at Knackers Wood WRC, Norwich Road. Approved.

11. Agenda items. To discuss agenda items:

- a. To agree a revised date for the November finance meeting. Tuesday 25th November 2025
- b. To consider if Council meetings should move to the Mill Suite (free of charge in accordance with the Trust deed, as confirmed by the Village Hall Committee)
- c. To consider meeting dates for 2026
- d. To consider writing to the Broads Authority to recommend that it review its policy on plastic piling
- e. To review the parish council social media policy
- f. To review the parish council IT policy, required for Assertion 10 of the Annual Governance and Accountability Return.
- g. To consider and agree that Council feels that the lease agreed figure represents 'best value'.
- h. To discuss and agree plans for Remembrance Day 2025 including the cleaning of the War Memorial, purchase of the wreath and other activities
- i. To consider funding the Christmas Horning Hub event for the 'making' table: £150
- j. To record the receipt of the completion of audit paperwork for the financial year 2024/2025 from the external auditors: PKF Littlejohn and to record any 'except for' matters, if applicable
- k. To record the 'notice of conclusion of audit' for the 2024/2025 financial year
- l. To make the 'Statement of Truth' regarding the Parish Council's land ownership of the Horning Recreation Ground
- m. To Resolve to register the land known as 'Horning Recreation Ground' with the Land Registry

12. To list items for the Horning Reach Parish News

13. Closure of meeting and date of next meeting: Monday 3rd November 2025 at 7pm in St Benet's Hall