

HORNING PARISH COUNCIL



Minutes of a meeting of HORNING Parish Council held on Monday 7th September 2026 in the Mill Suite at 1900 hrs

Present:

Cllr I Davis (Chair)
Cllr G Martin
Cllr D Evans
Cllr P Avellino
Cllr S Burgess
Cllr J Walpole
Cllr R Cavendish

Clerk / RFO: Jo Beardshaw
District/County Councillor Adam Varley had sent his apologies

Number of Parishioners: 6

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. Cllr D Evans recorded an interest in items 9d and 5h

3. To approve the minutes of the previous meeting

To receive and approve the minutes of the Parish Council meeting held on Monday 3rd August 2026.

4. To update Council on outstanding projects

- a.** Cllr Davis. Staithe Lease. **Cllr Davis** recorded that he would be working with the Broads Authority to confirm the lease.
- b.** Clerk. Lower Street steps. Neighbouring fence needs fixing. **The Clerk** would contact the landowner and would obtain an invoice from the maintenance contractor but would wait to receive further information from Councillors.
- c.** Cllr D Evans. Removal of planters in September '26. Cllr Evans reported that the planters would be removed towards the end of the month
- d.** Cllr Burgess. MAG 002 report. The Clerk would circulate the report when received from the administrators
- e.** Clerk. Signpost. The Chairman thanked Cllr Burgess for his work on the sign
- f.** Plaque for Woodcock bench. The Clerk would measure the current plaque and order the plaque
- g.** Councillor training update. The Clerk would arrange training, and discuss working with another Council to share

5. To consider items of correspondence:

- a. Parishioners. Concern regarding motor bikes on the A1062. The Clerk would ask the Police to set up a speed camera between the bridge and the village
- b. SLCC. Government agreed pay scale change for 26/27 from 1st April 2026. 3.3% increase. Noted
- c. Parishioner. Complaint about overnight camping on the Village Hall car park. Cllr D Evans would obtain some chain link fencing. The Clerk would purchase a sign: 'No overnight parking', and 'No parking on the grass'.
- d. Gardening Contractor. Confirmation of public liability insurance. Noted
- e. Broads Authority. Works to trees notification. BA/2026/0167/TCAA. Birchwood, Lower Street. Ash – fell. Ash – crown raise to 7m. Noted
- f. Norfolk Police. North Norfolk Online Neighbourhood Drop-in. Wednesday 2nd September, 7th October, 4 November. 6.30pm to 7.30pm. Teams link available.
- g. Cllr Cavendish. Concern regarding Water's Edge, View Estate planning. The Chairman recorded that County Cllr Varley was working on this planning enforcement issue.
- h. Horning Village Hall. Appeal. Cllr D Evans spoke (representing the Village Hall Committee) and recorded the appeal. Noted
- i. Parishioner. Distribution of leaflets successful (1500) and positive feedback received. Noted
- j. Great Yarmouth Borough Council. New Great Yarmouth Local Plan Scoping [Consultation](#) and call for sites. 24/08 to 5/10. Noted
- k. Anglian Water. Norfolk Parish Council meeting with Anglian Water to discuss water resources. **The Clerk** would circulate the slides.
- l. NCC. Parish Partnership scheme. Bids in by 1 December '26. Noted. Council discussed ideas and agreed that the item would be added to the agenda for the October meeting.
- m. Matthew Taylor County Cllr. Hickling Flood meeting. 25/09/26. Hickling Barn.

6. 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

To reconvene the meeting

7. To report receipts **Finance**

- a. To receive and note the bank reconciliation against bank statements for the end of the previous month.
- b. To receive information on receipts: None
- c. To agree and authorise payments:

Voucher	Cheque	Name	Description	Amount
52		Unity Bank	Unity Service Charge	7.00
53		URM	URM Glass recycling	58.84
54		Jessica Mckenna	Jessica Mckenna litter picking	155.00
55		Jessica Mckenna	Jessica Mckenna litter picking	155.00
56		Unity Bank	Unity Service Charge	7.00
57		NEST pension	NEST pension	172.84
58		Jo Beardshaw	Clerk salary	865.60
59		HMRC	HMRC Tax	191.84
60		Jessica Mckenna	Litter picking September	155.00
61		Unity Bank	Unity Service Charge	7.00
62		Dawn Millard	Dawn Millard gardening	250.00
63		Nurture Landscapes Ltd	Nurture Landscapes Ltd Ground maintenanc	66.25
64		NALC	NALC domain renewal	67.20
65		Trade Print	Trade Print leaflets	82.97
66		URM	URM Glass recycling	42.02
TOTAL				2,283.56

8. Planning.

a. Planning applications received:

8.a.1. PF/26/1147. The Mallows, 119 Lower Street. Erection of front porch and demolition of rear extension and erection of replacement rear extension. Reconsultation. No decision made.

b. Planning application decisions:

8.b.1. BA/2026/0133/FUL. 18 Bureside Estate, Crabbetts Marsh. Replacement of day cabin. Approved

8.b.2. BA/2026/0181. The Boathouse, Plot K, Bureside Estate. Removal of timber hinged boatshed doors and replace with electric roller shutter door, satin black in colour. Removal of timber balustrade and replace with safety glass in satin black frame. Approved. Noted

9. Agenda items. To discuss agenda items:

- a. To review and consider the allotment rents for 27.28. Council agreed to consider the rents in November during the finance meeting.
- b. To consider taking on regular inspections of play equipment and training. Cllr Martin, in his capacity as an insurance specialist, recorded that inspections by Councillors would be inadvisable on the basis that Councillors were not qualified to undertake the works. Council agreed that the only safety inspections should be the annual professional inspection (currently undertaken by David Bracey). This was agreed unanimously. Council agreed that any inspections would NOT be safety inspections, but maintenance inspections. Council agreed that it would budget for the maintenance contractor to undertake regular maintenance checks on the play equipment. It was noted that the maintenance contractor was not qualified to undertake safety checks but would only be undertaking maintenance checks.
- c. To consider quotations for matting from Wicksteed and GT Rochester. Council **AGREED** to nominate GT Rochester to undertake the works.
- d. To consider a request from Horning Village Hall to place another 1 x container on the car park beside the Bowls Club. **AGREED**. The Chairman recorded that the land is leased from the Parish Council to the Village Hall Committee. The Council asked that the containers should be masked / protected.
- e. To consider action regarding cars parked on the recreation ground / overnight parking, and considering budgeting for fencing. See item 5c.
- f. To review outstanding items from the Internal Audit:

9.f.1. Standing orders updated on website and reviewed for up to date model. To be updated.

- 9.f.2.** Financial regulations as above. To be updated
- 9.f.3.** Internal financial controls to be considered and adopted. To be considered October 2026
- 9.f.4.** Full council to review budget within year. This would be undertaken in October.
- 9.f.5.** Asset register to be **added to Scribe** and included on the website. Added to website under accounts.
- 9.f.6.** Allotment fees to be reviewed annually (on current agenda). This would be undertaken at the November finance meeting
- 9.f.7.** Accessibility statement to be reviewed and added to website. Completed

10. To list items for the Horning Reach Parish News

- a.** Air quality link from NCC
- b.** New Councillors
- c.** Additional container on the recreation ground

11. Closure of meeting and date of next meeting: Monday 5th October 2026 at 7pm in the **MILL SUITE (Village Hall Annexe).**