

**HORRINGER-cum-ICKWORTH ANNUAL PARISH COUNCIL MEETING HELD IN
THE COMMUNITY CENTRE, HORRINGER ON MONDAY 16th MAY 2016**

Present: Cllrs C Knight (Chairman), J White, Mrs R Walker, P Crofts, P Fuller & J Dearsley. Mrs M Bottomley (Clerk). County/Borough Cllr T Clements

Apologies: None

<u>PUBLIC FORUM</u> - no matters raised

ELECTION OF OFFICERS

Chairman Cllr White proposed Cllr Knight, seconded by Cllr Crofts – all in favour. There were no other nominations. Declaration of Acceptance signed.

Vice Chairman Cllr Knight proposed Cllr White, seconded by Cllr Fuller – all in favour. There were no other nominations.

DECLARATIONS OF INTEREST

Cllr Crofts - Item 9 Planning
Cllr Mrs Walker - Item 12(b) Village matters

DISPENSATIONS - None

MINUTES OF THE PARISH COUNCIL MEETING HELD 21st MARCH 2016

It was resolved that the amended minutes be approved as a true and accurate record and signed accordingly. Proposed by Cllr Knight, seconded by Cllr Mrs Walker – all in favour by those who were present at the meeting.

SUMMARY OF MINUTES FOR 21st MARCH 2016

It was resolved that the summary was an accurate record and signed accordingly. Proposed by Cllr Knight, seconded by Cllr Mrs Walker – all in favour.

The meeting recessed for the next item.

REPORTS

County /Borough report - scheduled to be elected Deputy Mayor this coming Thursday; countywise not much has happened since providing the annual parish report. Mentioned the recent elections and change of officers. Meeting tomorrow regarding schools and academies and planning for the future.

Community Council – not met since last meeting.

The meeting reconvened.

Play area report – litter bin full but will be emptied tomorrow. Play inspection report completed – nothing further to report.

Chairman's report – Emergency Plan to be finalised and an agenda item for the July meeting. Defibrillator details to be added. Clerk to chase Highways with regard to the proposed installation of a grit bin. The request and refusal for a litter bin to be installed at Brick Kiln to be circulated to all councillors. Also advise C Cllr Clements about the refusal and Cllr White to draw up a draft letter. The filing cabinet has not been sold yet so if the Community Council do not want it then suggest it should be given to a charity shop. Proposed by Cllr Knight, seconded by Cllr Dearsley – all agreed.

Signature.....

The notice board is currently being stored but installation should be late June. The old one will be utilised outside the Community Centre.

E-mail from Villager R Byers thanking the parish council for their support on a planning matter. Councillors were aware there was a remaining hard standing area which had not yet been disposed of.

Havebury wants to know the council's reasons for not accepting their offer to purchase the Pond. Chairman/Clerk to draft a suitable response.

No update so far in respect of VAS signage in Westley Lane. Nigel Panting has referred this to Steve Boor/Mike Motteram. At present Steve Boor is on holiday.

APPOINTMENT OF REPRESENTATIVES

SALC	- all councillors
Play Area	- Cllr Dearsley
Horringer Diary	- Cllr Mrs Walker
Community Council	- Cllr Crofts

PLANNING

The following applications were considered by councillors:-

- 0825/16/TPO High Trees, 2 Sharps Green:** (i) 2no.horse chestnut remove suckrage from base (ii) 1no.sycamore trim 50% of lower branch
PC comment: support (proposed by Cllr White, seconded by Cllr Dearsley – all in Favour)
- 0842/16 Ful Hawthorn Leisure Ltd: The Beehive:** conversion of public house into a dwelling to include rear extension and construction of double garage as amended by plans showing revised design for garage and retention of bargeboards and cappings to main building
PC comment: object – draft letter of response to be drawn up for Clerk to send to SEBC
- 0655/16/HH Gainsborough House, Manor Lane:** installation of timber summerhouse in rear garden.
PC comment: support (proposed by Cllr White, seconded by Cllr Dearsley – all in favour.)
- 0796/16/HH Manor Lodge, Bury Road:** Two storey rear extension to include replacement of existing windows.

RENEWAL OF LEASE

Cllr White advised councillors he had applied to Land Registry to register the Community Council land. It would take some time for this to be acknowledged/dealt with as there was quite a back log of work at the Land Registry. This would then ensure the council had full legal title.

FINANCE

- 607 **Annual Governance Statement:** duly completed – proposed by Cllr Knight, seconded by Cllr White. All in favour.
- 608 **Accounting Statement:** approved – proposed by Cllr Knight, seconded by Cllr White. All in favour.
- 609 **Auditor:** Clerk to obtain quote from LCPAS. Agenda item next meeting.

Signature.....

- 610 **Review signatories:** Letter received from NatWest concerning maintenance of customer information. Response by 29th March 2016. Clerk to check if response is extended and form still needs to be completed.

Cllr Knight proposed Cllr Crofts as a signatory. Seconded by Cllr White – all in favour. (signatories currently JW/CK/PF/JD)

- 611 **Cheques:** It was proposed by Cllr White, seconded by Cllr White that the following cheques be issued. All in favour:-

Chqs

1620	GNS (grant)	£1,000.00	^{s137 (LGA1997)}
1621	Clerk (expenses)	£ 20.42	
1622	Litter Picker	£ 144.00	
1623	McGregor Services (grass cuts)	£ 228.00	
1624	Stuart Bradnam (shrubs)	£ 180.00	
1625	SEBC (Empty bins)	£ 291.20	
1626	ICO (Data Protection)	£ 35.00	
1627	WI (donation 2015)	£ 30.00	
1628	Land Registry (CC)	£ 60.00	
1629	Clerk (expenses)	£ 82.76	
1630	Litter Picker	£ 144.00	
1631	McGregor Services (grass cuts)	£ 228.00	
1632	Realise Futures (N.Board)	£ 916.80	
1633	Steve Williams (repairs PO)	£ 55.00	
1634	SALC (Subs)	£ 375.77	
1635	WI (donation 2016)	£ 30.00	
S/O	Personnel (April/May)	£ 513.04	

Current A/c £ 40,625.40 Income 29,908.36 (Precept/interest/rent/grant)

Reserve A/c £9,533.42.

- 612 **Standing/Finance Orders:** Clerk to circulate the newly revised Orders. Agenda item June meeting.
- 613 **Risk Assessment:** Cllr Dearsley to review and present at July meeting.

VILLAGE MAINTENANCE

- a) **Public footpaths** No issues
- b) **Village green parking** Concern expressed over possible damage to the green and query insurance problems. All Councillors with the exception of Cllr Mrs Walker did not feel able to agree to parking on the green and it should be made clear to villagers/parents that this should not happen. Cllr Mrs Walker agreed she would discuss the issue with the organisers.
- c) **Repair of village sign** Cllr Mrs Walker to continue with enquiries.

APM MATTERS

Matter raised about overgrown grass areas. Clerk to request McGregor's to strim around Notice Board and cut down heads of daffodils.

CORRESPONDENCE

Commemorative medal for schools & councils. Noted but councillors agreed not to proceed with this. Community Council – change of door code

Signature.....

SALC – emergency training information passed to Community Council
SCC Fire & Rescue Service. Tabled
SCC – Claimed public footpath Horringer & Ickworth. Noted
M Sheard advising support straps for planted trees Meadow Drive have been removed. Tabled

DATE OF NEXT MEETING - 20th June 2016.
Cllr Knight gave his apologies for this meeting.

The Chairman closed the meeting at 10.15 p.m.

Signature.....