

Horringer-cum-Ickworth Parish Council
Minutes of the meeting held on Monday, 17th September 2018
In Horringer Community Centre

Present: Cllr Knight (Chair), Cllr Dearsley, Cllr Hammill, Cllr Walker and Cllr White
 No members of the public were in attendance
 Mrs S Brown (temporary clerk) took the minutes.
 The Chair welcomed everyone to the meeting.

1	<p>Record Councillors' apologies for absence: Apologies received and accepted for Cllr Crofts and Cllr Fuller.</p>
2	<p>Declarations of Interest: Declarations of interest received from Cllr White in relation to item 12ii & 12iii and Cllr Knight item 12iii</p>
3	<p>Suffolk Constabulary: PC Paul Fox attended and explained his role as a Community Engagement Officer which is a newly introduced role with nine such Officers throughout Suffolk and forming part of the Safer Neighbourhood Team (SNT). He also explained the new arrangements for PCSO's which come into effect in October. PC Fox will be liaising with Parish Council's and Community groups in the area and will try to attend at least one meeting a year. A newsletter is being sent out which they are trying to improve the format to include more local issues. Crimes in Horringer over the past year have numbered 7 mainly of criminal damage to vehicles. The crime figures are available on the Suffolk Constabulary website. PC Fox also advised he will be in touch with the local Neighbourhood Watch Group. Cllr White asked if he would have time to go to the school which experiences problem parking. It was advised there is a PCSO schools officer who, if they receive specific complaints will investigate but it is often difficult to solve. PC Fox to inform the PCSO Schools Officer as it is an ongoing problem, if possible to inform the Chair if he is able to attend. Council thanked PC Fox for attending.</p> <p>County Councillors' report: Cllr Soons attended and gave a report which included: Highways are always a priority and feel they are getting on top of pot holes. It was advised there was still a large pothole in Orchard Way, Cllr Hammill to take a photograph of it to include when re-reporting. There was still a pot hole on the A143 bend at Horringer Hall Farm Cllr Hammill to re-report and send both reference numbers to Cllr Soons to chase. Cllr Hammill to also report the arrow chevron had still not been fixed following the crash earlier in the year. The criteria for the maintenance of pot holes was briefly discussed.</p> <p>Broadband was on target to achieve a 98% coverage by 2020. Suffolk students had improved their GCSE results and A level results were slightly above the national average. Suffolk tourism trade was also booming.</p> <p>Borough Councillors report: Cllr Clements attended and gave a report which included: It was a very quiet time of the year, the Mayor Consultation had been carried out. Local issues there were a number of planning issues which were mainly trees. The issue of car parking in Bury St Edmunds was briefly discussed. Cllr Clements advised he would be asking the questions on parking next week. Cllr Dearsley advised he had seen an email from SCC mentioning wreaths could be placed on war memorials with the Parish Council name placed</p>

	<p>on it at no cost, if he still has the email to be forwarded to Councillors.</p> <p>Community Council report: No report had been received.</p> <p>Public Forum: It was highlighted a number of posters had been placed within the village of a resident who had committed a criminal offence. It was asked if these could be taken down as they were clearly able to be seen by children, all Councillors supported this.</p>	
4	<p>To consider the approval of the minutes of the last meetings: Cllr Knight proposed the minutes of the meetings held on 16th July 2018 were approved as a true record seconded by Cllr Dearsley all in agreement and were duly signed.</p>	
5	<p>Reports:</p> <ul style="list-style-type: none"> i. Play Area Report and to consider tree work quotes: Cllr Dearsley gave his monthly report advising he had also cleaned the graffiti. The Clerk to update the Play Area Inspection Checklist. Council discussed the annual inspection report carried out in July. A number of minor issues of fixings missing had been highlighted on the newly installed play equipment, Cllr Walker to organise the contacting of the contractors who installed the equipment to make good. Council considered the two tree quotes which had been received for works to Cherry Trees and Sycamore tree and agreed the clerk to obtain a further quote and place on next agenda. The clerk to inform residents at adjacent house who had brought the issue to the attention of the Council that quotes are being obtained for works to the overhanging trees. Council discussed the molehills all in agreement not to take this further. It was noted the grass needed cutting in the play area, the Chair to contact McGregor Services to ask how they feel they will cope with this. ii. Chairman's Report: A sick certificate up to the 17 September had been received from the Clerk, who as far as the Chair was aware was still in hospital. The rent arrangements for the Post Office were discussed and Council agreed the Chair to write to the tenant asking for a Standing Order to be set up for the payment of rent on the 1st of the month. It was noted the Parish Council are entitled to charge interest for late payments. The Chair had received an email complaining about parking in The Street, Council discussed the matter including the possible installation of posts on verges. Council agreed not to take the installation of posts further and all in agreement with the Chairs suggested email response. Cllr Walker was thanked for her Parish Council article in the Horringer Diary and was happy to write the next one. Regarding the village Armistice Event, we understand an event will possibly take place in the Community Centre. 	
6	<p>To Consider to adopt Financial Risk Assessment: All in agreement to adopt the financial risk assessment previously circulated to Councillors.</p>	
7	<p>To Consider request for prescriptive right of access: The Chair read an email received from the National Trust, it was also noted Cllr Crofts had attended a meeting, on behalf of the Parish Council, with a representative of the National Trust (NT) and the Chair of the Community Council. Council discussed</p>	

	<p>and happy for the NT to attend the Parish Council meeting in October but felt a separate meeting might be beneficial in the first instance to ascertain the reason for the request and to also advise them the Parish Council do not own all the land and they may wish to consider contacting the landowner. Cllr Walker to contact the NT representative to organise a meeting on any day at approximately 4pm which Cllr Knight, Cllr White and Cllr Croft could attend. To place on next agenda.</p>	
8	<p>To Consider ditch/drainage issues: A query in regards drainage into ditch had been received to place on next agenda.</p>	
9	<p>To Consider power to Telephone Box: Cllr Walker updated Council about possible costs this was briefly discussed. Cllr Hammill updated Council on alternative light sources this was discussed including the possible cost of batteries. Cllr Hammill to bring possible alternative light sources to next meeting. The Chair to inform Breams this issue is still progressing. To place on next agenda.</p>	
10	<p>To Consider ownership of verge on The Street & installation of posts: This had been discussed in item 5ii.</p>	
11	<p>Correspondence:</p> <ul style="list-style-type: none"> i. West Suffolk Council – Play Area Inspections: The play inspection service will be offered to all parish councils at no cost for the financial years 2019/20 and 2020/21. Parish councils will be required to ‘opt in’ to receive the service and Parks Service will be contacting parishes in December 2018 to confirm these arrangements. The temporary clerk advised they had been given her contact details. ii. West Suffolk Council – Parish Precepts 2019/20 Grouped Parishes: It had been noted Horringer-cum-Ickworth break down the precept by area resulting in different band D council tax levels across the group. Council discussed and agreed to slowly bring the two areas into alignment. 	
12	<p>Planning:</p> <ul style="list-style-type: none"> i. DC/18/1756/TCA Yew Tree Cottage, The Street – 1no Cherry Tree Fell: Council discussed and all in agreement no objection. ii. DC/18/1378/TCA The Old Forge, Manor Lane – 1no Willow reduce in height & 5no Damson reduce height & 1no Walnut reduce 5no branches: Council discussed and all in agreement no objection. iii. DC/18/1643/TPO 13 Orchard Way – 1no Horse Chestnut crown reduction & 1no Horse Chestnut crown reduction: Council discussed and all in agreement no objection. iv. DC/18/1780/HH 2 Whepstead Road – Increase length of rear extension (previously approved DC/17/1385/HH): Council discussed and all in agreement no objection. v. DC/18/1851/TCA Thatched Cottages, The Street – 2no Elm remove lower branches 1no Ash fell: Council discussed and all in agreement no objection vi. Any applications determined by Planning Authority: 	

Application DC/18/1470/TCA Pheasant Cottage, The Street – 1no
Cherry fell: Granted 5.9.18

13 **Finance Report and to consider payments to be made:** The temp Clerk had spoken to PKF Littlejohn to clarify a number of issues in regards the AGAR explaining the long term illness of the Clerk. Came & Company had confirmed the play equipment is covered for £40,000 as per the previous meeting. VAT refund had been received of £1,312.58 for year 2017/18. It was confirmed a Declaration of Compliance had been made to the Pension Regulator in July 2017. The second quarter against budget was circulated to Council. Payment schedule circulated to Council all in agreement for the payment of invoices to be made:

- i. **To confirm payments between meeting: McGregor Services cheque no: 1742 £228 - Horringer Community Council cheque no: 1743 £7000 – Clerk August salary cheque no: 1744**
- ii. **G Daniels (re-issued cheque 1741) post office maintenance: cheque no: 1745 raised for £150**
- iii. **Litter Picker July/August inv: cheque no: 1746 raised for £288**
- iv. **Clerk salary September: cheque no: 1747 raised**
- v. **HMRC 2nd quarter: cheque no: 1748 raised for £75.80**
- vi. **McGregor Services August Grass Cutting: A cheque no: 1749 raised for £228**

No further invoices had been received.

14 **Councillors' reports and items for future agenda:** Playgroup signage to be placed on next agenda.

15 **Date of next meeting** – The date of the next scheduled meeting was confirmed as Monday, 15th October 2018 at 7.30pm in the Community Centre.

There being no further business the meeting was closed at 9.55pm

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