

Horringer-cum-Ickworth Parish Council
Minutes of the meeting held on Monday, 11th March 2019
In Horringer Community Centre

Present: Cllr White (Vice-Chair), Cllr Fuller, and Cllr Walker

No members of the public were in attendance

Mrs S Brown (temporary clerk) took the minutes.

Cllr White took the Chair and welcomed everyone to the meeting.

1	<p>Record Councillors' apologies for absence: Apologies received and accepted from Cllr Crofts, Cllr Hammill, Cllr Knight and Cllr Dearsley</p>
2	<p>Declarations of Interest: Cllr Walker in regards item 14i</p>
3	<p>County Councillors' report: Cllr Soons attended a report had previously been circulated which included: SCC 2019/20 budget approved, funding agreed for Citizens Advice in Suffolk, Suffolk Family Information Service celebrates 20th anniversary, Have your say on the future of the Suffolk Fire and Rescue Service, Suffolk school travel changes from September 2019, Bury leisure centre awarded first county-wide exercise referral quality standard and joint Ofsted and the Care Quality Commission (CQC) report on SEND. Cllr Walker advised the lunchtime bus service to Bury was empty a brief discussion took place on the bus service including the route from Haverhill, Cllr Walker to send details to Cllr Soons in regards the specific route she travelled on. Cllr Fuller to send details of the service from Haverhill and also details of the school crossing and school transport. Cllr Soons advised the Portfolio holder for Highways would like to come out and see the areas requested for speed checks. Cllr Soons to arrange dates and if any Councillors are able to attend to help explain why there is a need for speed checks, it was suggested Wednesday was the most preferable day for the visit. Cllr Fuller stated it was good to see remedial works had taken place on the A143 with the cutting back of hedgerow. It was also highlighted nothing had been heard in regards the cycle link, Cllr Soons to chase for information.</p> <p>Borough Councillors report: Cllr Clements attended and gave a report which included: the budget had been approved he expressed some concern with business rates/investment fund and 4 year plan and the public works loan board. Cllr Clements advised Community Action Suffolk maybe useful for links to grants. Cllr Fuller asked if litter could be picked up from verges etc in Westley Lane and other outlying roads from Horringer, Cllr Clements to look into this. A brief discussion took place on litter picks, it was advised the litter bins did not appear to have been emptied recently, the clerk to advise St Edmundsbury.</p> <p>Community Council report: A meeting had taken place on 27 February to decide on the quote for re-covering the Community Centre. It was agreed to proceed with the project and accept the quote tendered. The total cost of the project, including VAT will be £30,000. The Community Council is prepared to pay up to £15,000 out of its own funds and is asking for financial support from the Parish Council as this is a project undertaken for the benefit of the whole community in Horringer. They will also be applying for grant assistance from St Edmundsbury Borough Council and Suffolk County Council.</p>

	<p>Public Forum: Concern had been expressed about the ‘rocket’ outside the Church as it is in a conservation area this was briefly discussed. The clerk to send a letter to the P.C.C. expressing support for the project but advising concern had been expressed in regards ‘the rocket’ as it was in a conservation area could the Parish Council have confirmation that planning permission has been granted.</p>	
4	<p>To consider the approval of the minutes of the last meetings: Cllr Walker proposed signing the minutes of the meetings held on 18 February 2019 be approved and signed as a true record seconded by Cllr Fuller all in agreement.</p>	
5	<p>Reports:</p> <ul style="list-style-type: none"> i. Play Area Report: The February report had been circulated to Councillors. The play park committee had contacted Sovereign in regards ‘low risk’ comments in the report. Cllr Walker to contact Sovereign directly to ask for a written reply for each element that had been outlined in the report. ii. Chairman’s Report: Litter bins, the Clerk to chase. The parking on the Green appears to have ceased. The election forms were distributed to Councillors. Cllr Fuller to place a notice of election on the notice board when it was received by the Clerk. 	
6	<p>To Consider request for prescriptive right of access & ditch/drainage issues: Cllr White gave a brief re-cap and advised nothing further had been heard from the National Trust. It was noted the N.T. had cleared away a lot of brambles on their side of the hedge.</p>	
7	<p>To Consider Entrance Gate quotes & Refurbishment of existing gates quotes: The clerk read out and circulated the quotes for the refurbishment of the gates and the new entrance gates agreed at the previous meeting on the 18th February. Council discussed Cllr Walker proposed accepting both quotes seconded by Cllr White all in agreement. The clerk will complete the locality grant form and return to Cllr Soons.</p>	
8	<p>Refurbishment of Telephone Box Update: Cllr Crofts had sent an update St Edmundsbury Borough Council have now formally granted planning permission and listed building consent for the phone box subject to the condition: a detailed method statement on the process of removal and relocation is given as asked for by Historic England.</p>	
9	<p>To Consider purchase of x 1 large waste bin: The Clerk had brochures from Glasdon and Broxap showing a number of waste bins and their prices. Council discussed Cllr Fuller proposed removing the bin situated near the seats on The Green outside the church seconded by Cllr Walker; it was resolved to remove the bin and monitor the area as to whether this caused a problem.</p>	
10	<p>To Consider donation to HEAT (Litter Picking group for Horringer): A report had been received from HEAT and was read to Council with the next litter pick being organised for the 24th March. Council discussed and Cllr Walker proposed a grant of £200 towards insurance costs seconded by Cllr Fuller all in</p>	

	<p>agreement. The Clerk to advise the organiser of HEAT and to ask for confirmation of who to make the cheque payable.</p>	
11	<p>To Consider grant to Community Council – Roof Project: Council discussed and agreed the clerk to go back to the Chair of the Community Council stating while the Parish Council is receptive to making a grant could the Community Council complete a formal grant request. The clerk to supply them with the grant form.</p>	
12	<p>Correspondence:</p> <ul style="list-style-type: none"> • SCC (Borough of St Edmundsbury) stopping , waiting and loading letter and maps – Noted • West Suffolk Council Parish Council elections timetable for the election - Noted 	
13	<p>Planning:</p> <ol style="list-style-type: none"> i. Application DC/19/0219/FUL Treene, Sharps Lane – Detached double garage: Council discussed Cllr Walker proposed no objection seconded by Cllr Fuller all in agreement. ii. Application DC/19/0199/HH Braiswick, 3 Sharps Green – Single storey rear extension: Council discussed Cllr Walker proposed no objection seconded by Cllr Fuller all in agreement. 	
14	<p>Finance Report internal/external audit reports and to consider payments to be made: The Clerk confirmed the internal audit had been booked for the end of April so should be completed in time for the May meeting. External audit it had been noted an invoice had not been received, following contact with PKF Littlejohn an invoice had been sent. Council was reminded as per external audit report Section 2 Box 2 & 3 will be revised to read £26,374 & £3,318 due to Ickworth precept being treated as a grant payment rather than precept. The payment schedule for March had been circulated to Council. The Reserve account at 8.1.2019 £9,533.42 the Current account at 5.2.2019 held £28,487.36 with an uncleared balance after the invoices on the agenda had been paid of £25,857.91. It was noted no bank statement had been received by the Clerk for February 2019. The fourth quarter against budget was circulated.</p> <ol style="list-style-type: none"> i. To consider grant application from pre-school: The grant application and associated papers had been circulated to Councillors. Council discussed and agreed to defer to the next meeting. ii. PKF Littlejohn LLP External Audit invoice £240: A cheque no: 1887 was raised for £240 iii. HMRC 4th quarter payment: A cheque no: 1888 was raised for £200.88 iv. Temp. Clerk salary and expenses to 31.3.19: A cheque no: 1889 was raised for £629.43 v. Information Commissioners Office renewal: A cheque no: 1890 was raised for £40 vi. S.A.L.C. inv: 21568 payroll provision to 31.3.19: A cheque no: 1891 was raised for £54 vii. No further invoices had been received. 	

15	<p>Councillors' reports and items for future agenda: Cllr Fuller advised he had received an email from a resident in regards speeding traffic on the bends coming into the village. Cllr Fuller to respond to resident advising the Parish Council were currently working with Cllr Soons on the speed of traffic in this area and it was hoped to get some speed checks carried out.</p>	
16	<p>Date of next meeting – The date of the next scheduled meeting was confirmed as Monday, 15th April 2019 following the Annual Parish Meeting in the Main Hall which will commence at 7.15pm.</p>	
17	<p>To Resolve to close the meeting to the public to progress staffing issues: Council resolved to close the meeting Cllr White updated Council a letter had been sent to the Clerk and no appeal had been lodged a cheque had been raised and sent as per the meeting on 18th February. Cllr White to organise collection of paperwork. The vacancy notice was discussed Council agreed 4 hours per week, salary dependant on experience, contact the temporary clerk and the deadline for applications by the first week in May. The clerk to complete and send a copy for the SALC website and Cllr Fuller to place on notice board.</p> <p>There being no further business the meeting was closed at 9.30pm</p>	