

**Horringer-cum-Ickworth Parish Council
Minutes of the Parish Meeting held on Monday 16th September 2019
In Horringer Community Centre**

Present: Cllr. Knight (Chairman) Cllr. Crofts (Vice - Chair), Cllr. White, Cllr. Fuller and Cllr. Walker Cllr. SCC Karen Soons
Mrs. Michelle Thompson (Parish Clerk) took the minutes.

Cllr. Knight welcomed everyone to the meeting.

Democratic 1/4 Hour/ Public Question Time: From 7.30pm residents are invited to give their views and question the Parish Council on issues on this agenda, or raise issues for future consideration at the discretion of the Chairman, before the start of the Parish Council meeting at 7.45 pm Members of the public may not take any further part in the meeting after this item has been discharged

(Items raised for decision will appear on the agenda for the next meeting)

No members of the public were present

1.	<p>Record Councillors' Apologies for Absence: Borough Councillor Terry Clements</p>	
2.	<p>Declarations of Interest: Nil</p>	
3.	<p>County Councillors' Report: Cllr. Soons went over her reports of July and August outlining the major items e.g. GCSE result being slightly up on last year, she went on to mention again about "<i>The Hold</i>" and that people will have more access available through the internet with this service.</p> <p>The Parish Council was updated on SCC transport changes. With Cllr. Soons reporting that they have successfully secured a new replacement for the route 377 Bradfield St George and Rougham. Also, a new bus service has been created, which goes from Haverhill to West Suffolk Hospital.</p> <p>It was brought to the attention of the Councillors that there are two Footpaths within Horringer village that Cllr. Soons has been assisting with - one of which comes within Highways criteria (going towards Bury St Edmunds) unfortunately the other one does not. The Parish Council were unhappy with the decision. In the meantime, Karen suggested that if we could send her an email expressing our objections then she will forward it on to the relevant people. However, Cllr. Crofts conveyed to Cllr. Soons the dissatisfaction of the village in not knowing whether such reported Highways Issues would ever get resolved and suggested again looking into more details about registering with "<i>The Self- Help Scheme</i>", as then something could be done. Unfortunately, the Parish Council outlined to Cllr. Soons that they were unsure on the way forward or how</p>	

it would be funded at this stage. Also, it appears that Suffolk Highways have taken away the covers over the lightbulbs near Horning Park and also not acknowledged the grooves in the A143 road. The Parish Council have decided that they would like to write to Mary Evans to present the details of our previous request and gain an update.

In their discussions, the Parish reinforced to Cllr Soons their concerns over the emphasis of SCC encouraging people to find different means of getting to work or school e.g cycling or walking etc. and encouraging us to live in a greener environment, but unfortunately emphasised the fact that we cannot do that when the footpaths etc. are not kept up to standard. We have one path that is a safe route, that has been historically cut back but unfortunately does not seem to have been done this year. This is a problem as funding is limited and as a Parish we would not expect to have to pay for such projects but if we considered taking matters into our own hands we would expect SCC to contribute toward the expenses of these projects and this would not seem unreasonable. It was agreed that the PC would register under the *Sel- Help Scheme* to address the footpath issue and submit a formal complaint to Suffolk County Council

Borough Councillors Report: Cllr Clements did not attend but provided a report of which Cllr Crofts gave feedback to the Parish Council.

Cllr. Crofts commented on “*The Rural Task Force*” stating that it is quite comprehensive and looks at the issues that face people living in rural area e.g. NHS, Social Housing, Resources and Public Transport etc. It tries to address these areas and then reports back to the Council on the most effective way of tackling them. It also supports the quality of life, services and the villagers’ needs and Villagers should be consulted on these areas so feedback can be provided.

Community Council Report:

The roof project has now been completed with the Community Centre and shed being re-roofed. With the continued support and work of Bryan Stokes and the Parish Council it has enabled the Community Council to gain grants and to conduct a survey which showed the roof to be sound guaranteeing it for 20 years.

Two of our residents have agreed to trim the boundary shrubs around the car park to a more manageable height and then the Community Council will pay for new shrubs to fill in the gaps.

The Scouts had emailed regarding emergency access to the scout field It requires at least one parking space to be hatched out to make a wider gap to allow access to the field.

Also, we are exploring different heating options and seeing which is most effective and, on the way, hopefully gaining some additional grants.
Wednesday 23rd October 10.am – 4 pm is our DIY day where we try and have a variety of jobs lined up. As well as this we have numerous volunteers assisting on the hall to keep it looking nice and attractive with not too much expense to the village.

4. **To consider the approval of the minutes of the last meetings:**
The signing the minutes of the meeting held on 15th July 2019 were proposed by Cllr. White and this was seconded by Cllr. Crofts.
All were approved and signed as a true record.

5. **Reports:**

- i *Play Area Report:* Due to the resignation of Cllr. Hammill this has been put on hold until the next meeting

However, there have been certain issues brought to the Notice of the Parish Council over the Summer period that are now hopefully being addressed.

The Bear Bin within the Play Area had some nappy waste accumulating in it, which unfortunately, had not been disposed of. The Clerk has contacted the Local Council to report this and we hope this will now put an end to it. Also, there has been some report of Anti-Social Behaviour, residents have found items of waste such as beer cans etc.

The Parish Council have decided to monitor the situation and reported back to the residents on their actions. If the problem continues the Parish Council would look into the possibility of purchasing *another friend* for the Bear Bin as well as the possibility of getting the Local Council to empty the bins weekly during the summer period.

On a nicer note the " *Play Fund*" have raised £740.48 toward a fence within the Play Area.

- ii *Chairman's Report:* The Chairman informed the Parish Council that Cllr. Hammill had resigned and therefore, we had no permanent Play Area Coordinator. He outlined to the Councillors that Sovereign require them to do a weekly check on the play equipment, which would highlight any areas of concern. It was decided to have a rota system where a councillor carries out these duties each week. This was thought to be the fairest way of conducting the inspections needed by Sovereign and the Council. Then at each Parish Council Meeting a spreadsheet will be completed to indicate that the inspections had taken place and will highlight anything for discussion; in turn this will guarantee the securing of the warranty on the play area equipment. Cllr White kindly offered to take the first week.

Cllr. Knight and the Clerk met over the summer to discuss some of the ways that the Parish Council could become more efficient; one of the areas to improve was the website and the information available on it. It was thought that a timetable could be drawn up, to ensure the websites information e.g. Minutes etc. is always up to date.

As a Parish, we had information from West Suffolk Council about the Grit Bins facilities so the Clerk has been asked to contact the Horringer cum Ickworth volunteers to see whether they will continue to support this facility.

The Chairman informed the Parish Council, of a recent email from a resident living near College Close, concerning the surrounding pond and grassland. This area had unfortunately become overgrown and was beginning to damage the resident's property. The Clerk was asked to look into this. She contacted Havebury Housing Association who still own the Pond and surrounding land. They very kindly passed this to their Maintenance Department and the Clerk is waiting to hear.

6. **Updates: -**

Footpaths along the A143 in Horringer Village :-

This was discussed earlier with our SCC representative Cllr. Karen Soons and is being investigated.

Overgrown Hedge:- 8/9 Chestnuts and Arbora House

In both locations, has now been resolved.

Blocked Drain:-

A resident of Hornbeam Drive has previously reported a blocked drain/ditch. It had continued to be an issue, so it was investigated further and found that the Local Council owns the land. They have now been contacted so hopefully this will now be resolved.

DCON(A)/2575 Telephone Kiosk – The Street Horringer:-

This is an on - going project which hopefully will be completed shortly.

Grit Bins:-

Discussed earlier in the Chairman's Report.

Keeping Suffolk Village Safe With Lorry Watch :-

This is thought to be a really fantastic, but unfortunately does not apply to our Village.

7.	<p>To Consider Fencing for the Play Area:- Two quotes were obtained, which were of a similar price. However, it was decided by the Parish Council to put this project on hold for the time being. In the meantime, the residents backing onto the Play Area will be informed and the ball situation will be monitored by the Parish Council</p>	
8.	<p>Identity Badges /Cards for the Parish Councillors:- At the previous Parish Council meeting Cllr. Crofts made the Councillors aware of how useful Identity Badges/Cards would be. So a proof was produced at the September meeting of which all approved. The Clerk had looked into the cost of having approx. 200 cards printed which would cost approximately £20. This was agreed by all Councillors.</p>	
9.	<p>To Consider Litter Picking in Horringer:- The Clerk has made enquires with West Suffolk Council as to how the Parish Council could use their services and how they could provide volunteers to Litter Pick in Horringer village. The Clerk was waiting on some responses to see if the Council could accommodate us with this task</p>	
10.	<p>To Consider the Lease Agreement re Office Space at the side of the Community Centre:- The Parish Council discussed the Leasing Agreement they have with the existing tenant, which is due for renewal in November 2019. The tenant was contact and it was decided to draw up a new agreement and renew the existing lease for another two years at £200.00 per month.</p>	
11.	<p>To Consider Purchase of a New Closed in Noticeboard at the Front of Community Centre:- The Parish Council is considering installing a replacement Noticeboard at The Community Centre, with some of the surplus money left over from the roofing project. The Clerk has obtained a quote and is investigating exact costs and sizes, along with how we access the information on the board. The Councillors have suggested a press popper system. The Clerk will therefore go back to the company to find out the details and then is to report back.</p>	
12.	<p>National Trust:- Access to Lord Bristol Land at Horringer:- The Parish Council had received correspondence from Wykes-Sneyd about access over Lord Bristol land in Horringer, which had also been discussed in a previous meeting. The Councillors have replied back and to date there has been no further correspondence from Lord Bristol and therefore has been put on hold, for the time being.</p>	

<p>13.</p> <p>14.</p> <p>15.</p>	<p>Correspondence:-</p> <p>Information was received by the Parish Council regarding the Bridge near St Leonards Church. This work has now been completed.</p> <p>Earlier in the Year the Parish Council received a letter from a concerned resident in College Close. This was about the closure of the shop within the village. As a Council we looked into the possibility of providing these facilities at the two pubs within the village. The Clerk wrote to the resident saying what the recommendations were and also that we had contacted the pubs, who have not replied. However, The Good Neighbourhood Scheme have suggested that they might be able to help. The Clerk was asked to write to the resident with these suggestions.</p> <p>Cllr White updated the Councillors on the situation regarding having a new Defibrillator situated at Ickworth Park Primary School. An email was received suggesting that the Parish Council contribute half of the cost The Full cost being £865.00 therefore the Parish Contributing £452.50. All agreed but wanted clarification on the following items:-</p> <ul style="list-style-type: none"> 1) Whether it would be externally displayed and accessible 24 hours to all. 2) Whether the cost includes the frame onto which it would be mounted? <p>Cllr White was to confirm these details and report back.</p> <p>Planning:</p> <ul style="list-style-type: none"> i Application: DC/19/1611/LB <p>No objection from the Parish Council on this Application</p> <ul style="list-style-type: none"> ii On-line Consultee Access: Enquires have been made into how to use this service by the Parish Council. iii Drop in Sessions Cllr Crofts felt that these were of and the workshops provided would be of benefit to the council. <p>Finance Report and to consider payments to be made: The Clerk confirmed receipt of rent from the Old Post Office of £200 Aug and Sept Refund from the Community Council of £2892.00 Total Income for Sept £3292.00</p> <ul style="list-style-type: none"> i. McGregor Garden Services Jul and Aug Grass Cut: Cheque no: 1911 was raised for £720.00 ii. Michelle Thompson (Clerks Salary back dated to Jun - Aug 	
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Cheque no: 1912 raised for £ 729.00

- iii. **Michelle Thompson** (Clerks Expenses) Cheque no:1914 was raised for £388,25
- iv. **LittleJohn** - (External Auditors) Cheque no: 1913 was raised for £360.00
- v. **No further invoices had been received.**

Reserve account @ 9533.42 - 08.01.2019

Current account @ 45,476.59 - 04.07.2019

Internal Control Procedures

This is to be reviewed by the Chairman and the Clerk

Accountancy Statements 2018/19

These records had been sent back from the external auditors Little-John and the clerk presented the findings to the Councillors saying that there were no problems to be found and that everything was complied with, but now needed to be published on the Parishes website by the 30th September for the public to view

Internal Auditor Mr Trevor Brown

A new internal auditor was appointed by the Parish Council to start at the year ending 2019/20 Previously their audits were conducted by SALC.

16. **Councillors' Reports and Items for Future Agenda:**

Due to the resignation of Cllr. Hammill there is now a vacancy on the Parish Council. West Suffolk Council have been notified and a notice will be displayed.

Cllr. Crofts suggested that Budget Setting Schedules would be useful to assist with the setting of the precept next year and a list of people who the Parish provide grants to over the year.

17. **Date of Next Meeting** – The date of the next scheduled meeting was confirmed as Monday, 21st October 2019.

There being no further business the meeting was closed at 9.50pm

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