

**Horringer-cum-Ickworth Parish Council**  
**Minutes of the Parish Meeting held on Monday 20<sup>th</sup> July 2020**  
**At 7.30 pm Held Remotely Via Zoom**

**Present:** Cllr. Knight (Chairman), Cllr. Walker, Cllr. White, Cllr Fuller  
 Cllr. Lewis and Cllr. Berry  
 Mrs. Michelle Thompson (Parish Clerk) took the minutes.

Cllr. Knight welcomed everyone to the meeting.

**Democratic 1/4 Hour/ Public Question Time: Democratic 15 minutes 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. The formal Parish Council meeting will commence at 7.45pm. If a resident wishes to join the virtual meeting, then please contact Mrs Michelle Thompson (Parish Clerk), who will provide you with a link to join the meeting via Zoom.

Members of the public may not take any further part in the meeting after this item has been discharged.

***ACTION***

1.	<b>Record Councillors' Apologies for Absence:</b> Cllr. Crofts	
2.	<b>Declarations of Interest:</b> Cllr White Section 6 (ii) and (iii) Cllr. Walker and Cllr. Knight Section 6 (iii)	
3.	<b>To Consider the Approval of the Minutes of the Last Meeting:</b>  Due to Covid.19, we continue to conduct our Parish meeting via Zoom. The approval of the minutes of the meeting held on 15 <sup>th</sup> June 2020 were approved and signed as a true record.	
4.	<b>Reports</b> – <i>(all were sent out prior to the meeting. To be taken as read)</i>  <b>(a) County Councillor's Report:</b> Cllr. Karen Soons was not present but provided some reports.  <i>(see attached) (See Attached Parish Newsletters for further information)</i>	

**(b) West Suffolk Councillor's Report (Terry Clements)**  
Cllr. Clements was not present but provided a report

**(c). Community Council Report:**

No report was provided, but it had been reported by the Community Council who were putting plans in place to hopefully reopen the Community Centre. However, the Chairman has been corresponding with them on the opening of the Community Centre. The Parish Council were informed that there is a meeting taking place on 1st September and they have asked if a representative from the Parish Council could attend. Cllr. Walker has kindly provisionally volunteered.

**(d) Play Area Monthly Report**

Since March 2019 the Play Area has been closed and no monthly inspection reports have been issued due to Covid.19. We now are in the process of looking into ways of re -opening the Play Area. The Parish Council has been seeking advice. A Risk Assessment document will be completed by the Parish Council, along with notices of what the guidelines are for re – opening. These will be displayed in the Noticeboards within the village, on the Play Area and the Village. It was also agreed by all to send a copy to our insurance company and await confirmation

**e) Chair Report (Colin Knight)**

The Chair reported that following the impact of COVID-19 the Parish Council has decided to purchase 'Zoom' for Virtual Meeting. An option for the Council up until at least May 2021. This, allows us to be flexible to work along with parishioners and making the meetings more efficient and effective. Due to Government guidance it was decided to not hold an A.P.M and therefore all nominated roles – e.g. Chair and Vice Chair can be rolled over until next year.

**Cllr Knight  
Cllr Walker**

<p>5.</p>	<p>The Chair reported on the following issues:-</p> <ul style="list-style-type: none"> <li>• Payments are now up-to-date from the tenant in the Old Post Office</li> <li>• A resident raised the issue of grass cutting along These Street verges – this is land belonging to the Bristol Estate and not the responsibility of the Parish Council.</li> <li>• Telephone Kiosk –We have now had correspondence back to say that the electricity has been disconnected. Bream, have sent an invoice for payment of approximately £1,000 which will be paid but on condition that there is a date for finishing. All Agreed.</li> <li>• Footpath clearing –, The next process is to seek some quotes for the work.</li> <li>• Use of website This remains an on-going process. The Clerk has passed all the relevant documents on to the to be published on the website It was suggested, for the present time, to carry on using this as it is linked to the various website within Horringer Village.</li> <li>• The Parish Council are considering using the Internet Access facility for our banking procedures.</li> <li>• The resident enquired about a ditch problem – advised they should speak to their solicitors or refer to Land Registry (this has been passed to Cllr. Soons as well)</li> </ul> <p><b>Updates:-</b></p> <p>Risk Assessment Document received by The Community Council is an on - going issue</p> <p>Update of Lease Rental income – this has been mentioned above and will be placed on the September Parish Agenda for discussion.</p>	<p><i>Cllr Knight</i></p> <p><i>Cllr. Knight</i></p> <p><i>Cllr Knight</i></p> <p><i>Cllr. Crofts</i></p>
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6.

**Footpaths:** The footpath from Horringer to Chevington – there have been a number of e-mails regarding the welcome opening of this footpath. A few issues have been raised and a site meeting was held with Karen Soons and Right of Way Officer along with six representatives Cllr. Crofts, representing the Parish Council. This is being sorted by SCC through finger and directional signs. They, are also looking to change the gates at the Horringer end too to accommodate for any one with mobility issues

**Planning Applications:-**

**(i)**

**DC/20/1071/TPO**

**TPO 312 (2001) Tree Preservation Order**

(i) 1no. Oak (T63 on Plan and Order) cut back branch above walk way

By 2 meter back to main stem (ii)1 Oak (T65 on plan and order ) fell

Oakfield

10 Sharps Green

Horringer

IP29 5PP

Paul Harrison

***The PC has no objections to this Planning Application***

**(ii)**

**DC/20/1012/TCA**

Tree in a Conservation Area (i) Willow (T1on Plan ) overall crown reduction by 25%(ii) 5no Damon (T2) 1no Walnut

(T3) overall Crown reduction by 30 %

The Old Forge

Manor Lane

***The PC has no objections to this Planning Application***

**(iii)**

Householder Planning Application-

(i) Two Storey extension to South elevation(ii)part two storey and part single storey extension to North elevation

(previous application DC/19/1924/HH)

Farm Cottage

Chevington Road

<p>7.</p>	<p>Horringer IP29 5SW Mr and Mr Dodman</p> <p><b><i>The PC has no objections to this Planning Application</i></b></p> <p>Finance Report and to consider payments to be made: The Clerk confirmed receipt of Old Post Office £1,000 Interest of £1.52. Total Income for July <b>£1001.52</b></p> <p><b><i>Finance Report – to consider payments to be made</i></b></p> <p><b>McGregors Services (Grass Cutting June)</b> a cheque was raised for £228.00</p> <p><b><i>P. Fuller (Installing the Parish Noticeboard at CC)</i></b> a Cheque was raised for £20.15</p> <p><b>M Thompson (Clerk’s Salary)</b> a cheque was raised for £243.00</p> <p><b><i>Trevor Brown (Internal Audit Report)</i></b> a Cheque was raised for £160.00</p> <p><b>No further invoices have been received.</b></p> <p><b>Reserve account @ £ 9,533.42 - 08.01.2020</b> <b>Current account @ £ 54,278.19 – 15.07.2020</b></p> <p>All agreed</p> <p>End of Year Procedures, Internal Audit Procedures and AGAR 2019/20</p> <p>All documents were sent to the Internal Auditor and all was reported to be good and that the Parish Council were following all the financial regulations. The Agar 2019/20 will now be sent off to Littlejohn for an External Audit (<i>for more information please see website</i>) All agreed</p>	
<p>8.</p>	<p><b>Correspondence:-</b></p>	

<p>9.</p> <p>10.</p> <p>.</p> <p>.</p> <p>.</p>	<p>The Effect Covid 19 has had on the Running of Parish Council has proved successful in the current situation and it was agreed that we continue with Zoom Parish Meetings until further guidance.</p> <p><b>Councillors' Reports and Items for Future Agenda:</b></p> <p>Old Post Office Lease</p> <p><b>Date of Next Meeting</b> – confirmed as Monday 28th September 2020 This meeting will be conducted via Zoom</p> <p><b>There being no further business the meeting closed at 8.30pm</b></p>	
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