

**Horringer-cum-Ickworth Parish Council**  
**Minutes of the Parish Meeting held on Monday 28<sup>th</sup> June 2021**  
**At Horringer Community Centre**

**Present:** Cllr. Knight (Chairman), Cllr. Crofts (Vice Chairman). Cllr. White, Cllr. Fuller, Cllr. Lewis, Borough Cllr. Clements SCC Cllr. Soons Mrs. Michelle Thompson (Parish Clerk) took the minutes.  
one Parishioners

Cllr. Knight welcomed everyone to the meeting outlining that this is the First Face to Face Meeting since the guidelines were changed during Covid and that the Parish Council have had to conduct a Risk Assessment in order to hold such meetings. Therefore, everyone in attendance was sent this.

**Democratic 1/4 Hour/ Public Question Time: Democratic 15minute 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 attend the meeting, then please contact Mrs Michelle Thompson (Parish Clerk),

A Parishioner told the Parish Council about the “Suffolk Tree Warden Network” and said that it would be of great benefit to the Village, especially as there are a lot of conservation areas. They went on to say that it is an organisation that relies on volunteers planting new tree and caring for existing trees. The Parish Council seemed interested and have decided to discuss it further at the next meeting in July.

*( see attached leaflet for further information)*

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

***ACTION***

1.	Record Councillors’ Apologies for Absence: Cllr Berry and Cllr Walker	
2.	Declarations of Interest: None	
3.	To Consider the Approval of the Minutes of the Last Meeting:	

<p>4.</p> <p>5.</p>	<p>The approval of the minutes of the meeting held on 26<sup>th</sup> April 2021 was proposed by Cllr. Knight and seconded by Cllr. Crofts</p> <p>Reports – <i>(all were sent out prior to the meeting. To be taken as read)</i></p> <p><i>(a) County Councillor’s Report:</i></p> <p>Cllr. Soons attended the meeting outlining the changes that had recently taken place within the Cabinet at S.C.C, outlining to the Parish Council the strong representation for West Suffolk.</p> <p>She outlined that Suffolk Highways had now been split into two divisions, Operational / Flooding and Strategic. Karen also informed us that there is a Deputy for Drainage. She went on to say that Education has also been split into two areas of Adult and Children’s Services. There, is also now a Fostering and Adoption Deputy Manager. Cllr Soons mentioned that SCC are having an independent review of their SEN and Disability Service.</p> <p>Cllr. Fuller brought up the Flooding issues within the Village that continues to be problematic. An Enforcement Order has been issued by Highways but as yet nothing has been resolved. Cllr Soons has recommended that a meeting is arranged with the Operational Manager Mr Paul West from Suffolk Highways to try and resolve the situation. Cllr Knight expressed an interest in making Mr West aware of other Parish Issues eg. Footpath Clearing and Bus Stop</p> <p>All Agreed.</p> <p><i>(See attached report for further information )</i></p> <p><i>(b) West Suffolk Councillor’s Report (Terry Clements)</i></p> <p>Cllr Clement mentioned how important it is to get the Village’s Local Plan right asked the Parish Council and any residents of the villages for feedback. He also mentioned that he has various contacts, if required, for our Neighbourhood Plan</p> <p><i>(c). Community Council Report:</i></p> <p>A monthly report was received from the Community Council which has been circulated and was read by all Councillors</p>	
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	<p><i>(d) Play Area Monthly Report</i></p> <p>Monthly inspections are continuing to be completed by Cllr. Walker. The new surface within the play area by RT Safety is now complete and the Parish Council secured a grant (S106) of approximately £2.400 from West Suffolk Council to assist with the funding.</p> <p><i>e) Chair Report (Colin Knight)</i></p> <p>The Chairman outlined in the Parish Meeting the following areas:-</p> <p>It was the first face-to-face meeting since COVID hit the world. Risk assessments has been complete and a Notice of COVID rules to be sent to all attendees.</p> <p>Cllr Knight reported that the Clerk had been experiencing some computer problems. It was agreed to have a I. T Consultant have a look at it</p> <p>The Parish Council received communication from West Suffolk Council regarding the “Open Space Assessment Consultation”. Cllr Crofts has shown an interest in getting involved and asked for support with this</p> <p>Cllr Crofts and Cllr Knight met with Karen Soons and Simon Barnett (Suffolk Council) regarding disability issues relating to the bus stop near Sharpe’s Lane</p> <p>The Chairman reported recent communication re College Close hedges of which has been raised with Cllr Soons and is an on- going issue</p> <p>The Chairman reported on Speed Camera - Sudbury Town Council have forwarded supplier details – which we can now follow up. It was also agreed to contact the Speed Watch Co-Ordinator as well</p> <p>Cllr Knight outlined at the Parish meeting that he has contacted the Sicon Foundation, a Charity who is keen to support litter picking initiatives. Sicon can provide equipment, some man power for first event, insurance and risk advice. It was agreed we should we try to seek further</p>	<p><b><i>Cllr. Knight/ Cllr. Walker.</i></b></p> <p><b><i>Cllr Crofts/ Knight</i></b></p> <p><b><i>Cllr Knight/</i></b></p>
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<p>6.</p>	<p>communication and information. It was pointed out though, that the majority of the litter within the village appears to be located situated around the outskirts of the village. These locations present H&amp;S issues.</p> <p>Community Council Project for Ground Source Heat Supply The Community Council minutes seem to suggest the PC should buy the land from Bristol Estate to enable the CC to install a system. Cllr. Knight reported that permission would be needed to install such equipment on land belonging to the Bristol Estate and that the PC should ask the CC to provide more details before approaching Bristol Estates.</p> <p>The Telephone Kiosk</p> <p>The re-listing of the Telephone Box is still being looked into and as restrictions are being lifted, we should now consider opening a Book Exchange Service. Also, we would like to get the local school involved in displaying some of their art work in it. Cllr. Walker is looking into this.</p> <p>Footpath Clearing –Cllr Knight reported to the Parish Council that Sudbury Town Council cannot now supply a work force. Enquires have been made to the Gadd Brothers who have supplied a quote. Cllr Knight has asked for an on-site meeting, which has been re-arranged for Thursday July 1<sup>st</sup> at 4 pm. Highways happy to provide traffic management at no cost. Also issue on sweeping the highway to be raised with West Suffolk Council.</p> <p>Updates:-</p> <p><b>Internet Banking</b></p> <p>This is still being looked into by Cllr. Knight</p> <p><b>Website</b></p> <p>This is in progress and Cllr Knight has been in contact with the supplier. draft layout has been sent to the website . This is an on - going process.</p>	<p><b>Cllr Knight /Cllr Crofts</b></p> <p><b>Cllr Knight</b></p>
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7.	<p><b><i>The Chestnuts - Overgrown Bushes</i></b></p> <p>There has been numerous correspondence with the residents concerned from the Parish Council. At the last meeting in April. Cllr White reported that another two residents in The Chestnuts have overgrown bushes that are also impinging on the public footpath. This is still an issue and has been reported to the households concerned. It was agreed to now seek assistance from SCC and West Suffolk Council</p> <p><b><i>Village Sign.</i></b></p> <p>Cllr. Knight has gained a quote from Mark Warnes for approx. £2,400. The work is now in progress</p> <p><b><i>Grass Verges Along the Street Horringer</i></b></p> <p>In the light of SALC/NALC advice, the Parish Council feel we should not spend funds on the area.</p> <p>The verges belong to The Bristol Estate. We hope soon to meet with Lord Bristol and his representative (Simon Potts) in the near future, subject to Covid rules.</p> <p>There are still concerns over the amount of vehicles parked on the pavement. This is being monitored and a letter has been drafted for the residents of the properties. A Resident has very kindly reseeded some of the grass verges. All Agreed.</p> <p><b><i>Horringer Neighbourhood Plan</i></b></p> <p>Following the meeting with West Suffolk Council representative, Sunila Osbourne on the 23rd June, the Parish have decided to look into the possibility of going ahead with a housing survey. Cllrs. Lewis, Crofts, Berry and Walker have prepared a leaflet asking for volunteers to work on a NHP. This is to be circulated to all residents of the village. It was then agreed to consider (COVID restrictions permitting) holding an “open meeting” which would be held later on in the year around September to gain residents’ opinions on the subject. All Agreed</p> <p>To Consider a Cycle Path from Horringer Village through to Bury St Edmunds. There is no further process and this remains an on-going issue</p>	<p><b><i>Cllr Knight</i></b></p> <p><b><i>Cllr Knight</i></b></p> <p><b><i>Cllr. Crofts/Cllr Berry Cllr Lewis/Cllr. Walker</i></b></p>
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<p>8.</p>	<p>To Consider The End of Year Accounts and AGAR 2020/21 before submitting to External Auditors</p> <p>(i) The Management Accounts for 2021</p> <p>The Clerk presented to the Parish Council the Management Accounts for 200/21. All Agreed</p> <p>(ii) ARGA 2020/21</p> <p>The ARGA 2020/21 was agreed and signed off and the Clerk explained that they will then be sent to the External Auditor. All Agreed</p> <p>(iii) Internal Audit Report</p> <p>This was received by the Parish Council and the Clerk outlined that Mr Trevor Brown had conducted an Internal Audit spending a day going over all the procedures.</p> <p>The report outlined his findings and the Chairman reported that The Clerk had spent a considerable amount of time in the last few months dealing with the year-end reporting procedures There were several areas of concern that need addressing and this will be looked at in more detail by the Council. All Agreed</p>	<p><i>Cllr Knight</i></p>
<p>9.</p>	<p>Planning Applications:-</p> <p><b>I DC/21/1080/HH</b>  Householder Planning Application – Single Storey Rear Extension (following demolition of existing conservatory)  Half A Cot  The Street  Horringer  Mr and Mrs D Pagg</p>	

<p>10</p>	<p><b>ii. DC/21/1031/LB</b>  Application for Listed building consent – a three root lights into rear roof  b. Additional side windows c re instate full staircase to attic  Weavers Cottage,  The Street,  Horringer  IP29 5SA</p> <p><b>The PC had no objections to these Planning Applications</b></p> <p>Finance Report and to consider payments to be made:</p> <p>The Clerk confirmed that no receipt of money was received for the Old Post Office</p> <p><i>Income</i></p> <table border="0"> <tr> <td>Interest</td> <td style="text-align: right;">£0.07</td> </tr> <tr> <td>WS 106 money for Play Area</td> <td style="text-align: right;">£2007.47</td> </tr> </table> <p><i>Finance Report – to consider payments to be made</i></p> <p>M. Thompson Salary a cheque was raised for £ 499.20  (May and June)</p> <p>M. Thompson (Clerk’s Expenditure) a cheque was raised for £110.41</p> <p>Salc (Annual Fee) a cheque was raised for £422.11</p> <p>McGregors (Grass Cut) a cheque was raised for £684.00  Safety Surfaces Ltd (Play Area Mattering) a cheque was raised for £8558.40</p> <p>Community Council Grant a cheque was raised for £7,500  PCC (Grant) a cheque was raised for £1,500</p> <p>SCC (Ickworth Park School Grant) a cheque was raised for or £2,000</p>	Interest	£0.07	WS 106 money for Play Area	£2007.47	
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	<p>G.N.S a cheque was raised for £1,000</p> <p>W. S Waste (emptying of Dog and Waste Bins) a cheque was raised for £1601.80</p> <p>C Knight a cheque was raised for £16 (Covid items for meeting ) 18.70</p> <p>Reserve Account Horringer Parish Council a cheque was raised for £15,000</p> <p>Reserve account @ £ 9,533.42 - 08.01.21 Current account @ £ 57,292.76 -15.06.2021</p> <p>Agreed by All</p>	
11.	<p>Correspondence:-</p> <p>Nothing to report</p>	
12.	<p>Councillors' Reports and Items for Future Agenda:</p> <p>Suffolk Tree Warden Network</p>	
13.	<p>Date of Next Meeting – confirmed as 19<sup>th</sup> July 2021</p> <p><b><i>No further business the meeting closed at 9.45pm</i></b></p>	



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