

**Horringer-cum-Ickworth Parish Council**  
**Minutes of the Parish Meeting held on Monday 28<sup>th</sup> September 2020**  
**Remotely via Zoom**

**Present:** Cllr. Knight (Chairman), Cllr. Croft (Vice Chairman).Cllr. Walker, Cllr. White, Cllr Fuller, Cllr. Lewis, Cllr. Berry Borough Cllr. Clements and Mr. Hilder (Member of the public)

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.	Record Councillors' Apologies for Absence: None	
2.	Declarations of Interest: None	
3.	To Consider the Approval of the Minutes of the Last Meeting:  Due to Covid.19, we continue to conduct our Parish Meeting via Zoom. The approval of the minutes of the meeting held on 28 <sup>th</sup> September 2020 were approved and signed as a true record.	
4.	Reports – <i>(all were sent out prior to the meeting. To be taken as read)</i>  <i>(a) County Councillor's Report:</i>  Cllr Soons did not attend the meeting, but did provide the following attached reports.	

	<p>(see attached) <i>(See Attached Parish Newsletters for further information)</i></p> <p>(b) <i>West Suffolk Councillor's Report (Terry Clements)</i>  Cllr. Clements was present and provided a report which was circulated beforehand. He reported on the current West Suffolk issues on Car Parking issues and highlighted items within the report provided</p> <p>(c). <i>Community Council Report:</i>  A report was supplied by the new Chairman; Mr. Gordon Hughes about some funding required towards the Fire Detection System. An AGM was held on the 1<sup>st</sup> of September where Cllr. Walker attended as our representative. She reported that the Community Council has begun to re- open the Community Centre renting some of the rooms; of course, all in line with the Covid 19 Guidelines.</p> <p>(d) <i>Play Area Monthly Report</i>  Since re opening the Play Area in July 2020 with all Risk Assessments up to date, there has still been a continuing issue with the bear bin not being emptied. The Clerk has been asked to contact the Council to report once more. Also, there were certain issues surrounding the maintenance of the play equipment, This, is now being investigated by the Parish Council with the company that carried out the work. Discussions about the Matting also took place and quotes are being looked into.</p> <p>e) <i>Chair Report (Colin Knight)</i></p> <p>Telephone Kiosk:- we now have had correspondence back to say that the electricity has been disconnected and that Breams are in the position to move the Kiosk to Meadow Drive. The project as a whole, will hopefully be completed by November and then it can be decided what it is going to be used for, bearing in mind Covid 19. The Bury Free Press was to be contacted as well. All Agreed</p> <ul style="list-style-type: none"> <li>• Footpath Clearing:-The Street (From 6 Bells heading South). The Parish Council need to seek quotes for the work. Cllr Crofts suggested that to move forward the best option would be to arrange another site or</li> </ul>	<p><b>Michelle Thompson / Cllr. Walker.</b></p> <p><b>Cllr Crofts/ Knight</b></p> <p><b>Cllr Crofts/Cllr. Knight</b></p>
--	--	--

<p>5.</p>	<p>virtual meeting with Luke Merton (Engagement Officer) to gain a specification of the works needed. The Clerk was asked to make some enquires.</p> <ul style="list-style-type: none"> <li>• Use of Website This remains an on-going process. The Clerk has passed all the relevant documents on to the webmaster for publication 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 Banking facility. This is being looked into by the Chairman</li> </ul> <p>Updates:-</p> <p>Risk Assessment Document received by The Community Council. A report was forwarded to the Parish Council which outlined that there should be a Fire Detection and Alarm System installed in the Community Centre and a contribution by the Parish Council was requested. We await details of the quotations for the work required and the contributions being made to the cost.</p> <p>Update of Lease Rental Income – no payments were received in August and September. A reminder had been issued to the tenant. (Post-meeting tenant has advised payment has been made). The Parish Council noted that the current contract expires in November 2021. The contract expires in November 2021; this has been mentioned above and will be placed on the October Parish Agenda for discussion.</p> <p>9 The Chestnuts – Overgrown Hedge</p> <p>Very high hedge which appears to have grown out of control and is now impinging onto the footpath. The Hedge does belong to the owner and they have been contacted previously about such issues. The Clerk has been asked to enquire the ownership of the Footpath and It was agreed to</p>	<p><b>Michelle Thompson</b></p> <p><b>Cllr Knight/</b></p> <p><b>Cllr Knight</b></p> <p><b>Cllr Knight</b></p>
-----------	---	--

<p>6.</p>	<p>send correspondence to the Owner asking them if they would cut the hedge back to an appropriate size so that it does not obstruct the footpath</p> <p><u>Planning Applications:-</u></p> <p><b>i. DC/20/1377/TPO</b>  TPO 086(1967) Tree Preservation Order – 20 Mixed Species (Area / on plans and A2 on Order ) Raise Crown to 5 metres  Manor Grove  Manor Lane  Horringer</p> <p><b>The PC has no objections to this Planning Application</b></p> <p><b>ii. DC/20/1386/TPO</b>    TPO173 (1992) Tree Preservation Order  1no Hazell (T11 on Plan and on Order) Overall Crown Reduction by up to 5 metres  leaving it as a coppice with stem being left at 0.5metres above ground level</p> <p>Hazell Cottage  The Street  Horringer  Mr and Mrs Ritchard</p> <p><b>The PC has no objections to this Planning Application</b></p> <p><b>iii. DC/20/1515/ELE</b>    Application for lawful development certificate for existing use of development  Continued use of land for storage of caravans and trailers in breach of condition 1 of the planning E/98/1594/P</p> <p>Earles Yard  Sharpes Lane  Horringer</p> <p>Mr. D Sturgeon</p>	<p><b>Michelle Thompson</b></p>
-----------	--	---------------------------------

<p>7.</p>	<p><b><i>The PC has no objections to this Planning Application and stressed that there appeared to be no problems storing the Caravans and Trailers. However, it was agreed by the Parish Council to write to the Planning Officer to outline the importance of making sure temporary planning permission does not mean permanent, is properly monitored.</i></b></p> <ul style="list-style-type: none"> <li>• West Suffolk Local Planning Plan</li> </ul> <p>This is the second stage of for the Local Plan following the Strategic Housing and Economic Land Availability Assessment (SHELAA) last year.</p> <p>Therefore, it was suggested that notices should be displayed around the village to make people aware and interested in what is going on. It was agreed to enquire about a meeting with West Suffolk Council to discuss the Local Plan. A letter was requested to Cllr. Soons and Cllr. Clement for their assistance.</p> <p>Finance Report and to consider payments to be made: The Clerk confirmed that no receipt of money was received for the Old Post Office in August and September. Interest totalled £0.15. Total Income for September £0.15</p> <p><i>Finance Report – to consider payments to be made</i></p> <p>McGregors Services (Grass Cutting June) a cheque was raised for £264.00</p> <p>M Thompson (Clerk’s Salary Aug) a cheque was raised for £243.00</p> <p>M. Thompson Clerk’s Expenses) a cheque was raised for £64.01</p> <p>M Thompson (Clerk’s Salary Sept) a cheque was raised for £243.00</p> <p>No further invoices have been received.</p> <p>Reserve account @ £ 9,533.42 - 08.01.2020  Current account @ £38,554. 80 -15.09.2020</p> <p>Agreed by All</p>	<p><b><i>Michelle Thompson</i></b></p>
-----------	---	--

<p>8.</p> <p>9.</p> <p>10.</p>	<p><i>Grant Applications</i></p> <p>The Grant Applications are to be sent out to the various organisation in the Village for their funding in 2021/22</p> <p><i>Risk Assessment and the Internal Control Procedure</i></p> <p>This was presented to the Parish Council for its annual approval. The Council is to review the contents taking into consideration any new Covid 19 guidelines ready for final approval in the October the meeting.</p> <p>The Clerk outlined to the Council that NALC had now agreed the annual pay raise for the Clerk. This has been delayed due to Covid and started in September but backdated pay will be from April 2020</p> <p>Correspondence:-</p> <p>The new Councillors have been enquiring about training. The Clerk was asked to make some enquires into any courses etc.</p> <p>The Parish Council Insurance premium is up for renewal It was agreed to review the asset valuation being covered under the policy.</p> <p>Councillors' Reports and Items for Future Agenda:</p> <p>Old Post Office Lease Fire Detection System – Community Council Project</p> <p>Date of Next Meeting – confirmed as Monday 19<sup>th</sup> October 2020 This meeting will be conducted via Zoom</p> <p><b><i>There being no further business the meeting closed at 9.30pm</i></b></p>	<p>/ <b>Michelle Thompson</b></p>
--------------------------------	--	---------------------------------------

<ul style="list-style-type: none"><li data-bbox="223 436 239 459">.</li><li data-bbox="223 470 239 492">.</li> <li data-bbox="223 795 239 817">.</li>          <li data-bbox="223 1568 239 1590">.</li></ul>		
--	--	--

--	--	--