

Horringer-Cum-Ickworth Parish Council Meeting Minutes
21st November 2022

Present: Colin Knight (Chair), Peter Crofts (Vice Chair), John White (JW), Fiona Holliday (FH), Ruth Walker (RW), Karen Soons (KS), Michelle Thompson (MT Clerk) and one Parishioner

1. Apologies for Absence:-

Tom Lewis (TL), Piers Fuller (PF)

2. Declarations of Interest:-

J W declared an interest in Section 7point v and PJC declared an interest in Section 7 point iii

3. Approval of Minutes of the Parish Council Meeting on 26th September 2022 and 17th October 2022 were proposed by CK and seconded by PJC. All agreed.

4. Review Action Points of Last Meeting

All action points had been met, apart from the Street Lighting.

AP1. PF to continue investigations into the Street Lighting around Horning Park

5. Reports

SCC Councillor Karen Soons

A written report was received in advance of the meeting.

At the last meeting PF informed KS of the continuous flooding issues within the village and Cllr Soons agreed to look into. An email was forwarded, highlighting this issue near Horringer House, and KS reported back saying that the work would commence in 2023/24. RW outlined also that Westley Lane, in both directions, are particularly hazardous as well.

KS did emphasise that if this flooding occurs on a regular basis to keep using the "Highways Reporting Tool. She spoke of how her division came out as the highest for reporting such instances, therefore, enabling more work to be rectified.

RW asked whether work had begun on the Footpath Bridge near Horringer Hall. This was confirmed. CK reported to KS that work on clearing the skirting on the footpath had been completed; Horringer House through to Six Bells, and appears to be a lot better, but needs regular monitoring. Due to the long delay in work, PJC suggested to KS that maybe "Highway's Self-Help Scheme" could be reviewed as the Scheme has not worked well.

KS outlined that she has requested Highways to evaluate the footpaths again to see if any further improvements could be made. She mentioned that taking photos for evidence would be useful and suggested she could assist through her "Locality Budget"

KS also reported that there are going to be some County Division changes and Cllr. Soons area is listed. She will keep the Parish up dated with any developments. She asked if the Parish would want to be involved in the ANPR rollout and all agreed.

Cllr Soons outlined that Mass Vaccination Centre was closing at the end of November.

AP2 RW and CK to take photographic evidence of the work and suggestions of other areas where improvements may be made to assist KS in her enquiries. CK to email KS to confirm our participation in the ANPR roll out.

(b) West Suffolk Councillor

Cllr Karen Soons has stepped into offer her services to our Parish but there was nothing to report back.

(c) Community Council (CC) Report

JF reported on behalf of the Community Council that their Chairman and Treasurer had stepped down and they were hoping to find replacements for them very soon. Janice mentioned that the Fireworks was a success and that they would like to continue with this next year.

(d) Tree Warden Report (J.Frost)

JF reported that there are Free Trees available and outlined that she grows tree also. JF confirmed that when a resident cuts down a tree with a TPO on it, the Planning Department do not follow up to ensure a replacement tree is planted, but would follow up any complaints raised.

She also mentioned that they are planting a Hornbeam Tree in remembrance of the late queen. This is expected to be planted on part of the Green.

(e) Play Area – Monthly Report – Ruth Walker

RW reported that the replacement Netting and Poles have now been installed and the equipment is being regularly monitored. Also, we have received some €caps from Sovereign to fill some of the areas on the risk assessment form.

AP2. RW will endeavour to send out the latest summaries of Equipment checks to the Clerk.

(f) Chairman’s Report

It was reported that RW CK and JW have been adapting the Financial Regulations, ‘Code of Conduct’ and ‘Risk Assessment,’ which are now all ready for approval. The documents were approved.

The Chairman reported that a three - year contract had been taken out for the Parish Council’s Insurance with BHIB

AP3 CK, RW, JW to circulate the relevant polices to the Council

6. Up – Date

SIDs

TL will provide us with further information at the December meeting.
It was reported via email that we will now be able to rotate the Sid’s between the two sites.

AP4 TL to purchase additional Mounting Bars for Sid’s

A143 Footpaths

Discussed earlier

AP5 PJC and CK are to continue corresponding with Highways, with the assistance of KS

Neighbourhood Plan Steering Group

PJC reported that he has been corresponding with the Chairman and it is hoped that things will get moving.

Transfer of Bank Accounts and Internet Banking

At the last meeting The Clerk was asked to make further enquiries with the bank to see how the role of the delegated persons is established. The Council have decided to go ahead in opening the Account with Lloyds with Internet access. The Clerk explained to the Council that the Bank Account needs to open before setting up the internet facilities. The Chair and Cllr Walker are to make enquiries.

AP6 RW and CK to correspond and liaise over the paper work

Up – Loading Website

An on - going process

AP7 FH is to upload the necessary documents on to the Parish Website along with Planning Applications. This procedure will be reviewed at the end of the financial year 2023

Internal Auditor Y/E 2022/23

The Clerk was asked to contact SALC to conduct our Internal Auditor for 2022/23

AP8 The Clerk to confirm SALC as our internal auditor for 2022/23

Reviewing our Standard Policies

This was discussed earlier

7. Planning Applications

All Planning Application mentioned on the Agenda have had no objection, apart from

DC/22/ 1855/LB – Charlotte Cottage.

The Parish Council agreed to send a letter to W S Council highlighting the Parish Councils Comments.

8. Consideration of Grant Applications for 2023/24

The Clerk sent out Grant application forms in November and it was agreed by the Parish Council that the following would be given out for 2023/24

Horringer Good Neighbour Scheme	£1500
Horringer PCC	£1500
Ickworth Park Primary School	£1500

This is will be paid out after the PC have received the precept for 2023/24

9. Finance

Income:- Old Post Office Rent £200, Interest £4.44

Payments :- Cheque paid out:- M Thompson (Clerk's Salary Nov) £254.00
BHIB Insurance Parish £738.19 Mcgregors (Grass Cutting) £456
MT (Clerks Expenses) £37.69

Bank Reconciliation. All agreed

Precept and Budget Prediction for 2023/24

The Budget was discussed and agreed by all.

It was decided that the Precept for this year would be set at £21,000 All Agreed

AP9 The Clerk was asked to submit the Precept to W S Council

10. Correspondence

A resident contacted the Chair about some trees at the back of Hornings Park. The Parish Council has advised her to contact Lord Bristol. An email was received from a parishioner about the footpath near the street. There is a tremendous amount of vegetation growing along the side of it. The Parish Council is to correspond with the adjacent household. Also, the Phone Exchange does have overgrown vegetation, but also, a broken pole which leans over the footpath.

AP10 The Parish Council to inform the landowner of the vegetation problem and to report to BT of the situation around the Phone Exchange.

11. Items for future agenda

None

12. Date of Next Meeting :-

Monday 19th December 2022

Meeting finished at 9.25pm