

Horringer-Cum-Ickworth Parish Council Meeting Minutes 16th October 2023

Public Forum – No members of the public present.

1. Apologies for absence – None.

Present: Colin Knight (CK), Tom Lewis (TL), Ruth Walker (RW), Ian Frost (IF), Peter Crofts (PC), Karen Soons (KS) County Councillor

2. Declarations of Interest

None.

3. Approval of minutes from meeting 19th September 2023

Proposed by CK, seconded by TL.

4. To review action points of the last meeting

Action Points reviewed:

- **AP1** - RW to follow up on banking changes, altering admin address to CK and ensuring CK has admin and signatory rights. RW will also see if there is an option to get a debit card from the new Lloyds account.
- IF confirmed he had reviewed options for sharing documents on line and it was agreed that the council would use Google Docs moving forward. CK confirmed we would need use of Word and Excel.

AP2 - IF to set up Google Docs.

5. Reports

a) County Councillor Karen Soons

Discussed the visit by Matthew Fox in September 2023 and some of the options available to the Parish Council, most notably the idea of a buffer zone at the south end of the village. KS suggested that she might be able to support the cost of some initial projects/surveys through her highways locality budget.

KS confirmed that the Poppy Wreath will be available soon and she will arrange delivery.

AP3 - PC will send KS an email relating to potential funding for the Bridlepath into Bury St Edmunds.

b) West Suffolk Council

No report.

c) Community Council (CC) Report

No report.

d) Tree Report – Janice Frost

No report.

f) Chairman’s Report

CK mentioned he had received the external audit report and there are some documents that need to be added to the website. Some comments mentioned in the report can be rectified before the next audit.

The council agreed that CK can purchase storage boxes to keep some Parish Council papers safe in his garage.

CK asked for the Parish Council to move the November meeting to the 27th November. All agreed.

AP4 - CK will notify the relevant parties of the change the meeting date.

6. Updates

SIDs and feedback from meeting with Matthew Fox

TL suggested that in order to implement some of the ideas discussed with Matthew, the Parish Council made need to try and enlist support and help from local land owners. It was agreed that TL and PC would meet to discuss what might be viewed as the most important or easiest items to look to implement. RW may attend also.

AP5 - TL and PC to agree a date to meet.

TL will look to move the SID to Westley Lane in the near future.

AP6 - CK to respond to speed watch email with assistance from TL.

Neighbourhood Plan (NP)

Comments given by Brad Young, Chair of the NP.

NP committee are aiming to hold a meeting in the Community Centre, inviting the public to get ideas/support and present initial ideas, sometime in the NewYear. In addition, to have representatives from village organisations.

Janice Frost has agreed to look at applying for funding for various elements of the plan. Various members of the committee have taken responsibility for different aspects of the plan.

The committee are looking at ways of ensuring the questions put to the public will hopefully enlist thoughtful and constructive responses. Considering an ongoing consultation process to help nurture people to offer a response.

Bank Accounts

AP7 - CK to bank a £1,000 cheque into the new account with Lloyds. Once done, RW will arrange a payment from the new account to TL for payment of expenses.

Co-Option of Councillors

AP8 - CK will advertise the vacancy on notice boards and Facebook.

7. Planning Applications

AP9 - RW to check who is being sent planning applications, is this now CK in the absence of a clerk.

No planning applications received.

8. Finance Report

CK signed relevant cheques, PC counter signed:

PKF Audit - £252.00

McGregors - £384.00

Clerk expenses - £39.99

CAS Website - £60.00

SALC Payroll Services - £54.00

Transfer to Lloyds - £1,000

RW proposed that CK be allowed some reimbursement towards printing costs, seconded by TL.

9. Correspondence

Email from a resident on Meadow Drive regarding a proposal for a 20mph speed limit.

AP10 - CK to reply to offer the opportunity for ideas to be put to the NP team and for the idea to be considered alongside the other traffic/speeding issues.

10. Councillor's reports and items for future agenda

Feedback from highways meeting to be added to the agenda for the next meeting.

11. Clerk/Administrator vacancy

This was discussed and a process for interviewing was agreed.

12. Date of next meeting

Monday 27th November 2023.

Meeting finished at 9:53pm.