

Horringer-Cum-Ickworth Parish Council Meeting Minutes

17th July 2023

Present: Peter Crofts (Vice Chair), Tom Lewis (TL), Ian Frost (IF) Ruth Walker, (RW), Michelle Thompson (MT Clerk) and eight Parishioners.

Fifteen Minute Question Time :-

Mr Bradley Young, parishioner and podcast organiser for Horringer Village, outlined that the A143 has been an issue for a while and reported that a letter has been submitted to Highways from the residents, conveying their concerns.

Cllr. Crofts commented on the efforts of the village and reported that discussions will take place now in future Parish Meetings. Cllr. Soons emphasised the importance of recording anything on the Highways reporting tool along with photographic evidence.

One of the residents of Sharps Green reported that they have received notification that a neighbouring house may have been sold to Pushforward as a special Educational Needs Centre. They expressed their discontent as Sharpe's Lane is a residential area. The Parish Council said that they would appreciate more clarity on the subject as they had received very little correspondence.

Cllr. Soons was asked whether a pre planning meeting has taken place, and if there is any information to be shared at this stage.

All agreed. Cllr. Crofts proposed the Parish Council hold an Informal Public Meeting inviting the company and the residents to discuss all the matters outlined in tonight's meeting. This would need arranging, as soon as possible.

AP1. The Clerk to correspond with Cllr. Soons over whether there has been a Pre- Planning Meeting in regard to the Development in Sharps Lane.

Cllr. Crofts Chaired the meeting in Cllr. Knight's absence and welcomed Cllr. Frost to his first Parish Council Meeting.

1. Apologies for Absence:-

Cllr. Knight (Chair),

2. Declarations of Interest:-

Cllr. Lewis declared an interest in Section 8 point i

3. Approval of Minutes of the Parish Council Meeting on 26th June 2023 was proposed by TL and seconded by PJC. All agreed.

4. Review Action Points of Last Meeting:-

All action points have been met, apart from the “Lifting Cushion”.

It was reported that the GNS is interested in this and that if, any funding is needed the PC could possibly assist. “Zebra Crossing” and the “Signage” issues – awaiting further information Cllr Knight.

AP2 CK to re-evaluate the above points ready for the September Meeting

5. Reports

(a) S.C.C. Councillor Karen Soons

Cllr. Soons did attend, and a written report was circulated prior to the meeting a meeting between the Parish Councillors and a SCC Highways representative would be needed to discuss the problems and solutions to the speeding through Horringer Village. Karen discussed that she had made enquiries into the “Buffer Zone” and gave other options available etc. the speed device and ANPR.

Karen will look into arranging a meeting with Matthew Fox to discuss the continuing problems. Also inviting the Engagement Officer.

Cllr. Soons outlined that the Hold in Ipswich is now digitizing records if anyone is interested, enquiries can be made

AP3. The Clerk was asked to send an email to Karen Soons requesting a meeting with Matthew Fox

(Anything further please see the attached S.C.C. Newsletter for Further Information)

(b) West Suffolk Councillor Cllr. K. Soons

Cllr. Karen Soons will keep us up-dated on current issues with regard to West Suffolk Council.

(c) Community Council (CC) Report

The Community Council reported that they are in the middle of obtaining quotes for: upgrading the fire detection system and refurbishing the stage area. They mentioned that during August Bank Holiday weekend an Art Exhibition is being held in the hall and November 11th or 18th is scheduled for another quiz. The Village Facebook has been used for any suggestion for new activities and to recruit more volunteers.

(d) Tree Warden Report (J.Frost)

There was no representative and nothing to report on

(e) Chairman's Report

Cllr. Crofts spoke on behalf of Cllr. Knight, in his absence and the Clerk confirmed she had sent the trespass letter.

Cllr. Crofts reported that the Website is an on- going item, and emphasised the need to acquire information about what needs to be published on the Website and when.

AP4 The Clerk was asked to establish a list of the documents that are required to be on the site and diarise these.

Audit Report. On the whole a positive report, but there are some action points that must be addressed. The main areas to note were the publication of documents for the website and the evaluation of 2021/22 Internal Audit Report recommendations which were highlighted.

AP5 The Clerk to prepare Action Plan/Update on progress for the September meeting.

Parish Council Noticeboard – Meadow Drive

Cllr. Crofts mentioned the matter of the Parish Noticeboard along Meadow Drive being only used for Parish Council information and no other notices are to be displayed. The subject of how the CC poster found its way onto our locked noticeboard was discussed as only the Chair and Clerk hold the key. It was moved that there should be no further discussion on this subject and the matter be closed. This was proposed by RW and seconded by IF. Cllr Knight is to attend the next CC meeting on 24th July.

Clerk's Computer.

An IT consultant has been contacted about the Clerk's Computer and Cllr Crofts and Cllr Knight are dealing with that.

AP6.Cllr Crofts and Knight to sort out any problems relating to the Clerks Computer

6. Updates :-

SIDs

Cllr Lewis is to follow up his enquiries from the previous meeting and reported that he has sought advice about ANPR. The overall cost of everything would approx. be £12,000. This device supplies data of the vehicles for the Police with approx. an annual cost of £900

AP7 TL to continue his investigations

Lloyds Bank Account and Internet Banking

This is an on-going process and the Clerk is to complete her form for access to internet banking.

AP8 PC instructed the Clerk to sign up for Internet Banking

Lease for old Post of Office

The paperwork for the new lease is with Cllr. Knight. RW agreed to take on the finalization of the new lease to progress matters.

AP9 RW to contact Lisa Hasler to arrange signing of the new lease.

Co- option of New Councillors

There are still two more vacancies to be filled and the Council will continue to try and look for new candidates.

Internal Audit

This was discussed earlier

7. To Consider the Westley Lane Bridleway

SCC Highways

carried out a safety audit in 2021 with one recommendation ie. a dropped kerb on the opposite side of Westley Lane.

Cllr. Crofts voiced his concern that there were several points that could have been suggested to help improve the safety of users of the path. The PC were disappointed

with the results and it was decided to reply to Highways to reconsider some of the areas.

AP10 Cllr. Crofts to draft a letter of reply to SCC Highways depart.

8. Planning Applications:-

There were no objections for the Planning Application that appeared on the Agenda

9. Finance:-

Income:- No Income had been received

Payments :- Cheque paid out:- M Thompson (Clerk's Salary Jul) £254.00
M Thompson (Clerk's Salary Aug) £254.00
MT (Clerks Expenses) £16.38

Bank Reconciliation:- The Clerk presented the bank reconciliation to the Council.
All agreed.

AGAR 23 and Year End Documents 2022/23

The Clerk informed the Council that the AGAR 23 along with all relevant documentation was now being sent to the External Auditor for their report. She outlined to the Councillors that all financial documents will now need publishing for 2022/23 on the Website. All Approved and Agreed

AP11 The Clerk to send all relevant financial documentation to the External Auditors PJK Littlejohn and Cllr. Knight to publish all relevant financial documents for 2022/23 on the website ready for the External Audit.

10. Correspondence

No other matters

10. Councillor's Reports and Items for Future Agenda:

Neighbourhood Plan.

Cllr Crofts sends his apologies for the September PC Meeting

12. Date of Next Meeting :-

Monday 18th September 2023

Meeting Closed at 9.15pm