

HORRINGER-cum-ICKWORTH PARISH COUNCIL

Minutes of the Annual Parish Council Meeting on Monday, 19th May 2025
In Horringer Community Centre immediately after the Annual Village Meeting.
Members of Horringer-cum-Ickworth Parish Council are invited to attend the above meeting.

Democratic 15 minutes Public Question Time: 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 follow.

In attendance: Colin Knight, Peter Crofts, Tom Lewis, Ian Frost, Sarah Levett & Nicky Calder (Clerk)

1.	Election of Chair inc. signing of the Declaration of Acceptance of Office for the position Colin Knight – all in favour
2.	Election of Vice-Chair inc. signing of the Declaration of Acceptance of Office for the position Peter Crofts – all in favour
3.	Record Councillors' Apologies for absence - Ruth Walker, Rob Brooks a) Council to receive apologies for absence. b) Council to consent to accept apologies received.
4.	Declarations of Interest - None a) To receive declarations of disclosable pecuniary interests, other registerable interests and non-registerable interests as detailed in Appendix B of the LGA Model Code of Conduct for the Agenda under discussion. b) To receive notification of gifts of hospitality exceeding £50. c) To note the determination of requests for dispensations in accordance with Council's Dispensation Policy.
5.	To consider the Approval of the Minutes of the Last Meeting – 28th April 2025 As previously circulated Colin Knight approved, Peter Crofts seconded
6.	Democratic 15 minutes Public Question Time: 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 follow. None present
7.	Review Action Points from the last meeting – all as previously circulated <ul style="list-style-type: none">• AP1 – TL Find a site for a new post and find out cost. Carry forward.• AP2 - TL & CK to put an article together for the Bury Free Press. Carry forward, 2nd draft done. Final version at next meeting• AP3 - RW to chase if the play area work has been completed. Carry forward• AP4 – NC to get 2 quotes for bollards at the top of Meadow drive. Carry forward• AP5 – CK & NC To reply to the e-mail inviting HH to an extraordinary meeting. Carry forward.• AP6—NC A leaflet for the AGM needs to be produced and delivered• AP7—CK Agenda to be set for AGM• AP8—PC NHP Slot at AGM• AP6 – CK/NC Damage to grass frontage at Lady Bristol Cottages – Contact resident regarding rear access to properties.• AP10—NC E-mail re Disabled access in Bury St Edmunds town centre – Sent to KS –to follow up.

	<ul style="list-style-type: none"> • AP11 – NC Parish Council notice board glazed front needs to be replaced – Waiting for 3 quotes • AP12 – PC SALC survey – Closes 9th May add views on the Local Government organisation. The survey was filled in at the meeting and taken to add to the online version by Peter
8.	Reports <ul style="list-style-type: none"> • County Councillor’s Report (KS) – Seen as read • Community Council Report (EB) – Seen as read • Borough Councillor Report (KS) – Seen as read • Tree Report (JF) - None • Chairman’s Report (CK) - None
9.	Updates <ul style="list-style-type: none"> • SIDs & Speed Survey (TL) – As APM • Neighbourhood Plan (PC) – As APM • Play area (RW) - None
10.	Planning applications <ul style="list-style-type: none"> • DC/25/0718/HH - Langstone Manor Lane Horringer - Householder planning application - a. single storey side and front extension to form garage and roof terrace b. first floor side extension c. removal of bay window from front elevation d. replacement windows e. removal of front porch – No Comment • DC/25/0732/TPO - Langstone Manor Lane Horringer - TPO 086 (1967) tree preservation order - one oak (T1 on plan and order) crown lift to five metres above ground level – No Comment • DC/25/0733/TCA - Langstone Manor Lane Horringer - Trees in a conservation area notification - as per tree schedule – No Comment
11.	Finances <ul style="list-style-type: none"> • Payment schedule and invoices to be paid’ – All agreed • Any invoices received after the agenda had gone out - None • Approve NC hours – All agreed • To sign the internal control check list – S Levett signed • To consider and receive the Bank Reconciliations for period – All agreed • Budget review – to receive budget to actual position for year ending 31.03.2025. – All agreed • Year end accounts 2024/25 to approve. – All agreed • Certificate of exemption for external audit - to consider and approve. – All agreed • Annual Governance Statement 2024/25 - to consider and approve. – All agreed • Accounting statement 2024/25 - to consider and approve. – All agreed • Set date for exercise of public rights. – All agreed • BACS (Bank Transfer) for the settlement of invoices/requests for payment, (provided that such payments are authorised by two bank signatories, the evidence of such authorisation is retained, and payments are reported to council) - to reconfirm acceptance of this as the preferred method of payment. – All agreed • To receive the list of payments which arise on a regular basis as the result of a continuing contract, statutory duty or obligation and regular maintenance contracts for the year 2025/26. – All agreed
12.	Correspondence <ul style="list-style-type: none"> • Face Book comment re parking on Meadow drive – Chair replied that it’s not a parish council issue. • Bus stop improvements e-mail – Dropped kerbs could be applied for under this. AP7 - NC to apply.

	<ul style="list-style-type: none"> • Village gateways have been renewed – Peter Croft expressed that he would like to see a larger sign with Horringer Village. AP8 – NC E-mail Matthew Fox • Village notice Board – We would like to thank the resident that kindly donated the plastic and repaired the Village Notice board.
13.	Councillor reports for future items on the agenda
14.	Date of next scheduled meeting to be confirmed as 16 th June 2025 Apologies Sarah Levett

Please be aware the meeting may be filmed or recorded. Members of the public are invited to attend but are respectfully asked not to contribute during the meeting unless invited by the Chairman so to do.