

HORRINGER-cum-ICKWORTH PARISH COUNCIL

Minutes of the Parish Council Meeting on Monday 19th January 2026

In Horringer Community Centre small meeting room at 7.30pm

Councillors Present: Colin Knight, Peter Crofts, Tom Lewis, Ian Frost, Sarah Levett

Also Present: Nicola Calder (Administrator), Simon Scott (Potential Cllr), Karen Soons (District & County Cllr)

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.

Minutes

1.	Record Councillors' Apologies for absence. – Rob Brooks, Brad Young (NHP) a) Council to receive apologies for absence. b) Council to consent to accept apologies received.
2.	Declarations of Interest & requests for Dispensations - 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.
3.	To consider the Approval of the Minutes of the Last Meeting – 15th December 2025 as previously circulated. Proposed C Knight, Seconded P Crofts.
4.	Democratic 15 minutes Public Question Time – None Present. 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.
5.	Review Action Points from the last meeting – as previously circulated <ul style="list-style-type: none">• SCC / Police should review and discuss future progress on ANPR and speeding enforcement. AP1 – TL To write and raise it with them- John Shaw – Carry forward – Cllr's feel we should invite him to a meeting.• Consider putting the SID on the bus stop pole outside Lucas Cottages. AP2 – TL – Carry forward. Clerk has enquired re the ownership of the land on Westley Lane, TL suggested a site between The 6 Bells and Meadow Drive, still in progress.• We would like a second SID AP3 – TL to research for a solar SID, a quote has been obtained. – Carry forward• Lease for Community centre side room – AP4 – CK Needs to be reviewed but keeping the rent the same. – Move to agenda• AP5 – NC To fill in precept forms for signing at next meeting. - Done• Response to landowner to be drafted and circulated to councillors and NHP Chair. AP5 – CK & BY – Final draft to be amend by Brad Young and to be circulated to all Cllr's before sending- Done.• Revisit bollards for the top of Meadow Drive AP4 – CK & NC Land adjoining The Street and Meadow Drive. We have received a reply from the house owner on the corner who confirms that there is no right-of-way access to rear of his property for other residents. We can now approach Bristol Estates for their opinion on the bollard idea and maybe suggest a meeting on-

	<p>site with Simon Pott to discuss way forward. AP5 - CK to arrange meeting with Simon Potts. AP5 - NC to acquire quote for bollards.</p> <ul style="list-style-type: none"> • Speeding is the most serious issue we discuss at every PC meeting. AP7—NC to speak to police for Horringer to come and talk to us. – Done, E-mail sent round. – Pavements is an issue for Highways. The Police set up speed cameras when they can. The Police consider Horringer as a low-risk area. Police are conducting an Engagement session on 17th April @ 6 Bells.
6.	<p>Planning Application</p> <ul style="list-style-type: none"> • DC/25/0937/FUL – Appeal - Planning application - a. one self-build dwelling b. alterations to existing highway access - Land Off Manor Lane Horringer – Our comments have already been made on the previous application. • DC/25/2022/TCA - Trees in a conservation area notification - two Oak (445 and 256 on plan) using fracture pruning techniques monolith at no more than nine metres - First Horringer Scout Group – No comment. • DC/25/1770/OUT - Outline planning application - one dwelling self build (means of access and layout to be considered) - Land Off Sharps Lane – Our comments have been reissued. • DC/26/0040/HH - Householder planning application - a. single storey front extension b. first floor side extension c. additional door to side elevation d. single storey rear extension - 12 Hawthorn Drive – No Comment
7.	<p>Reports</p> <ol style="list-style-type: none"> a) County Councillor’s Report (KS) – Seen as read b) Community Council Report (EB) – No Report c) Borough Councillor Report (KS) – Seen as read. d) Tree Report (JF) – No Report e) Chairman’s Report (CK) – Seen as read.
8.	<p>Updates</p> <ol style="list-style-type: none"> a) SIDs & Speed Survey (TL) – Our aim is to reduce speeding. ANPR shows Horringer is a low-risk village for speeding, police are doing as much as they can. The SID is at Sharpes Lane, data is consistently the same. The battery life is now very short and needs replacing. AP6 – TL Will request a quote for them. The new SID will need new poles. AP7 – NC To request quotes and permissions for new poles. b) Neighbourhood Plan (PC) – Main focus are the policies for the plan – Planning policies are the main ones that are not covered by the Local plan. Most of the other issues are community actions. Draft will be completed by the Summer. c) Play area (BY) – No update. Grants available to help repair the play area, form to be filled in. AP8 - NC d) Emergency Plan (SL) - No update. e) Thermal Imaging (RB) – Report sent via e-mail. <ul style="list-style-type: none"> • Under the county council's risk assessment, we need at least one person to accompany me. Ideally, we'd have two teams of two though (so me +1 and another pair). With that in mind, have we had any volunteers come forward and how many households have shown an interest now? • To get volunteers (and potentially more interest for the surveys) we could do with some posters printing. I have pro formas to use, if they are sent to the NC they can be printed and added to the community Facebook page. • I've used the county council's risk assessment and made some tweaks. The Administrator will check it over. • I will put together some information (dates, times, etc.) for those who have applied for the survey soon.

9.	<p>Finances</p> <ul style="list-style-type: none"> a) Lease for Community centre side room – Sent to tenant, renewal pencilled in for June 2027. b) Payment schedule and invoices to be paid’ – All agreed c) Any invoices received after the agenda had gone out – All agreed d) Approve NC hours – All agreed e) To sign the internal control check list – All agreed f) To consider and receive the Bank Reconciliations for period – All agreed
10.	<p>Correspondence</p> <ul style="list-style-type: none"> a) To discuss Letter to landowner – Letter has been sent. b) E-mail re grit bin – They should only be used on the highways. The PC would have to purchase one and it would have to be not yellow, and we would have to fill it. Refer resident to Havebury. AP9 – NC Contact people on the grit list volunteers to renew the list. AP10 - NC c) Litter picking – Resident would like to help as part of school. AP11 – NC To investigate insurance. d) Resident expressing interest in becoming a Councillor – AP12 – NC To invite them to the next meeting. e) Updated policies on website <ul style="list-style-type: none"> • Complaints • Data Protection • Fixed Asset • FOI Request • FOI • Grant policy • Meeting attendance • Planning informal protocol • Volunteer
11.	<p>Councillor reports for future items on the agenda</p>
12.	<p>Date of next scheduled meeting to be confirmed as 9th February 2026</p>

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.