# HORRINGER-cum-ICKWORTH PARISH COUNCIL

**You are duly summoned to attend the next meeting of the Parish Council Meeting on Monday 20th July 2026**
**In Horringer Community Centre Meeting Room at 7.30pm**
**Members of Horringer-cum-Ickworth Parish Council are invited to attend the above meeting.**
Councillors Present: Colin Knight, Tom Lewis, Simon Scott
Also Present: Nicola Calder (Administrator)
**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.**

## PARISH COUNCIL MEETING MINUTES

| | |
|---|---|
| 1. | **Chairman's welcome and opening statement**<br>a) Vacancies for a Cllr and a Vice Chair. |
| 2. | **Apologies – Sarah Scott, Kevin Rooney, Ian Frost, Beccy Hopfensperger, Karen Soons**<br>To receive and accept apologies and reason for absence. |
| 3. | **Declarations of Interest & requests for Dispensations - NONE**<br>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.<br>b) To receive notification of gifts of hospitality exceeding £50.<br>a) To note the determination of requests for dispensations in accordance with Council's Dispensation Policy. |
| 4. | **To consider the Approval of the Minutes of the Last Meeting – 15th June 2026 as previously circulated. All approved signed Colin Knight.** |
| 5. | **Democratic 15 minutes Public Question Time – None present**<br>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. |
| 6. | **Review Action Points from the last meeting – as previously circulated**<br>• **AP1 – TL & NC**<br>  • Consider putting the SID on the bus stop pole outside Lucas Cottages. 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**<br>  • Quote for new solar SID has been received. Awaiting confirmation of new sites before purchasing.<br>  • A form has been located to request new sites and new SID, this needs to be completed. **– The clerk has requested a meeting with highways to discuss a reply has been received today and will arrange a meeting, ongoing.**<br>• The footpath from Sharps Lane to The 6 Bells. The Cllrs discussed with BH the option of scraping back the soil off the path to form a wider path. This would make it easier and safer to walk around the village. BH suggested that she could help with the cost out of the locality budget. **AP2 – NC** – To obtain quotes – **in progress.**<br>• Reply to T Wells e-mail regarding the gift of land to the village – ~~AP3 – All~~ NC to acknowledge the offer. SL to draft a letter and circulate for adjustments. **- Done** |



*Nicola Calder*
**Nicola Calder, Proper Officer to the Council.**
**22/07/2026**

| | |
|---|---|
| | • A resident has reported that the pond opposite the 6 Bells is overgrown and obscuring the line of sight when trying to pull out of their drive. ~~AP4 – NC~~ To report and chase. The pond is owned by Havebury. **- Done**<br>• The village gateway has been reported as smashed. Towards Haverhill on the right-hand side. **AP3 – NC** To investigate damage and enquire if it's cover by insurance. **– On going** |
| 7. | **Matters arising from Minutes of the previous meeting –**<br>This covers any updates of actions agreed at the last meeting which are not an agenda item.<br>a) None, all agenda items |
| 8. | **Planning Applications – Please answer with comments so it can be recorded.**<br>a) **DC/26/0893/LB -** Application for listed building consent - a. conversion of attic to habitable space and associated internal and external alterations b. four roof lights to rear of dwelling **- 2 Weavers Cottage The Street Horringer – All agreed**<br>b) **DC/26/0066/HH -** Householder planning application - External alterations to the service wing to include kitchen window overlooking the north entrance, external hatch over basement stair, repairs to service wing roof, high-level rooflight, reconstruction of existing dormers and formation of new dormers to match existing **- Horringer House Chevington Road Horringer – All agreed**<br>c) **DC/26/0067/LB -** Application for listed building consent - a. removal of wall and ceiling over breakfast room, b. removal of wall between kitchen and dining room, c. kitchen window overlooking the north entrance, d. restoration of the existing basement stair and provision of external access hatch, e. restoration and conversion of the two first-floor rooms above the boot-room and utility into a bedroom and shower room, f. carefully dismantle and store all existing slates, ridge tiles, decorative clay tiles and set aside for salvage and reuse to allow for inspection of roof carpentry to inform any appropriate repairs, g. removal of rooflights and internal light shafts, h. insertion of new high-level rooflight between or over existing rafters, i. repair of existing high level dormers, j. construction of new dormers to match existing, k. restoration of the original vaulted roof form over the kitchen, l. removal of existing lath and plaster finishes to all ceilings and walls to service wing, m. take up sufficient boards above laundry and larder to confirm structural stability of existing joists and inform structural repairs where necessary, n. replace joists and beams serving first floor structure over the boot room and reinstate broadboards infilling with new as necessary. - **Horringer House , Chevington Road, Horringer – All agreed**<br>d) **DC/26/0892/HH -** Householder planning application - a. conversion of attic to habitable space b. four roof lights to rear of dwelling **- 2 Weavers Cottage The Street Horringer – All agreed**<br>e) **DC/26/0957/VAR -** Planning application - variation of condition 2 of DC/23/0936/FUL to enable the revisions to the approved plans create a proposal that delivers tourist accommodation to support and strengthen the existing business, and improve the deliverability and viability of the overall scheme Approved drawings changed to the following **- Land Rear Of Beehive The Street Horringer – All agreed** |
| 9. | **Reports**<br>a) County Councillor's Report (BH) - None<br>b) Borough Councillor Report (KS) - None<br>c) Chairman's Report (CK) – Seen as read<br>Horringer Diary – The Parish Council would like to submit an article into every diary edition. **AP4 – NC** to find out the deadline for the diary so we can add an update every edition of the diary. |



*Nicola Calder*
**Nicola Calder, Proper Officer to the Council.**
**22/07/2026**

| | |
|---|---|
| 10. | **Updates**<br>a) SIDs & Speed Survey (TL) – It will be on spy mode for the next 2 weeks, while Cllr's are on holiday.<br>b) Neighbourhood Plan (SS) – Draft plan received on 21/07/26 90% complete.<br>○ 05/08/26 – Corrections completed and plan returned to the consultant.<br>○ 24/08/26 – First formal draft to the Parish Council.<br>○ Week commencing 07/09/26 the Parish Council will need to meet to approve the plan.<br>○ Approx 14-21/10/26 Arrange a public drop-in session with the final plan.<br>c) Play area (BY) – No report<br>d) Emergency Plan (SL) – No report |
| 11. | **To receive and consider all financial matters coming forth from the RFO –**<br>a) To approve items for payment – future and retrospective – All agreed<br>b) To note the accounts paid since the last meeting – All Agreed<br>c) To consider and receive the Bank Reconciliations for period need the dates – period ending 30/06/2026 – All agreed<br>d) To note the budget to actual position – For Quarter 1 2026/27 – All agreed<br>e) To approve and sign the internal controls checklist. – All agreed<br>f) To note the clerk additional hours. – All agreed<br>g) Adopt new financial regulations & Standing orders – All approved.<br>h) To sign the Annual Review of Effectiveness of Internal Audit - Signed |
| 12. | **To receive and consider matters relating to the following:**<br>a) To discuss the Forest City project - This is a project to build a new city between Newmarket & Haverhill Forest City 1 \| Britain's Next Great City – This will be reviewed in 6 months – **Remove.**<br>b) To note the new Local Plan scoping consultation is running until 28th July and discuss if any input from Horringer Parish Council should be submitted. – No need to submit – **Remove.**<br>c) To receive a report from the clerk who attended a Highways forum regarding the Community Self Help scheme they offer and discuss if it is something that Horringer could utilise. – The clerk has advertised for a working group. **AP5 – NC** An article needs to be written for the diary and posters to advertise.<br>d) To acknowledge the start of the annual canvass process for the electoral register via West Suffolk Council. – Acknowledged.<br>e) To discuss the village gate on the Haverhill Road. This gate is now missing, and the police have no report of an accident. Clerk to explore insurance claim for this. All agreed that it needs to be replaced. **AP3 - NC**<br>f) To note the overgrown pond on the A143 opposite The 6 Bells has been reported and Havebury have added it to their schedule for clearing. – **Reported to Havebury.**<br>g) To discuss e-mail from resident re road safety. – Discussed and councillors decided that the police need to be contacted by the resident to explain the near miss. **AP6 - NC** E-mail back and explaining what we are doing as a parish council to try and combat speeding.<br>h) To discuss the area of land outside the telephone exchange, The Street, Horringer. It is looking very tired, and a resident has e-mailed in to say so. – **The area of land in question is owned by Bristol Estates. The Parish Council cannot complete work on land they do not own. AP7 – CK to reply.**<br>i) To discuss offer of land gifted by T Wells and compose a reply. – **Reply has been sent**<br>j) To discuss sightings of rats in Horringer. – **NC has spoken to WSC and the residents and will monitor going forward** |



*Nicola Calder*
**Nicola Calder, Proper Officer to the Council.**
**22/07/2026**

| | |
|---|---|
| | k) To discuss empty property on Glebe Close. – **The property has been tidied up and looks much more pleasing**<br>l) To note the Barton Mills Neighbourhood plan consultation. – **No need to comment**<br>m) To note the overhanging vegetation on the Manor Lane/The Street corner has been reported. – **Reported via the Highways reporting tool**<br>n) Reversing and traffic on Meadow Drive from the school. – **AP8 - CK** - Email to the school asking them to be considerate with their parking.<br>o) Road sign broken Meadow drive and Hornbeam – **Reported to Suffolk County Council to repair/replace** |
| 13. | **To receive any items of correspondence not previously circulated - None** |
| 14. | Date of next scheduled meeting to be confirmed as **21st Sept 2026** |
| 15. | **Close of meeting 9pm** |

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.



*Nicola Calder*
**Nicola Calder, Proper Officer to the Council.**
**22/07/2026**