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|  | **Minutes of the Parish Council meeting held on Wednesday 30th January at 7.30pm at Horningsea Village Hall** | **Action** |
|  | **Present**: Cllrs. Margaret Starkie (chair), Tessa Pleasants, Robert Balm, Jessica Kitt, Keith Long. The meeting was declared quorate.  District Cllrs. Daunton and Williams  County councilor Anna Bradnam  Hayley Livermore |  |
|  | **Open Forum:**  A resident mentioned the buses were not running efficiently over a 2 week period over Christmas and New year. The current contract for buses running through Horningsea expires this April. 46 days notice to stop running a service must be given so we should be able to find out soon if it will continue. It was mentioned that if the station in Waterbeach is to move we must press for the shuttle buses to run as far as Horningsea. |  |
| 111/ 18-19 | **Apologies for absence**  Michael Gingell, Graham Cone |  |
| 112/ 18-19 | **Declarations of disclosable pecuniary & other interests**  **None** |  |
| 113/ 18-19 | **Approval of the minutes of 28th November 18**  Minutes were signed and approved by the chairman |  |
| 114/ 18-19 | **Matters arising from the minutes of 28th November 18**  Encryption of laptop has been done.  Emily Williams was co-opted onto the council. Proposed by JK, seconded by TP |  |
| 115/18-19 | **District councillors reports**  Circulated before the meeting. |  |
| 116/18-19 | **County Councillor report**  Circulated before the meeting |  |
| 117/18-19 | **Emergency plan-Proposal to submit to SCDC and review and update at APM**  MS has worked on this and it will be sent to SCDC in its current form and will be reviewed at the APM in April. We are still looking for a central co-ordinator. |  |
| 118/18-19 | **CGM quote for work at Jubilee Gardens and Cemetery**  Cllr Pleasants met up with a representative from CGM at the cemetery and Jubilee gardens and we were given a quote of £575 for the work. Cllr Pleasants mentioned that the top of the hedges in the cemetery had not been cut and this should be part of our normal contract. Clerk to discuss this with CGM and proceed with extra work. |  |
| 119/18-19 | **Change of use at Conservators field, Clayhithe**  Tom Larnach, who is the river manager attended to discuss a future planning application for change of use at Conservators field for moorings for a maximum of 8 vessels for leisure use, not residential. The Conservators need to raise money to keep down navigation fees and there are currently no contingencies for maintenance and equipment upgrades. The land is currently used for grazing cattle.  Owner of the field next to the field owned by Cam Conservators just south of Riverside House on Clayhithe Road attended and put forward her concerns regarding the effect this would have on the wild area and wildlife she has maintained on her land.    To be discussed at further meetings if and when official planning application to SCDC is made. |  |
| 120/18-19 | **Village Parking**  Parking along the high street is becoming an increasing problem. As yet no meeting has been arranged with residents. Its is unfortunately not illegal to park on the pavement, only to drive, which is a problem in itself. It was decided to discuss at future meetings a possible application to the LHI in October to try to improve the problem. |  |
| 121/18-19 | **Clerk pay increase**  Clerk has circulated document from NALC in advance of the meeting. Standard yearly pay increase as of April 1st was agreed. |  |
| 122/18-19 | **Cemetery**  It was discussed that the hedges had not been cut properly and the clerk will discuss with CGM. One off cuts of shrubs etc to take place yearly and litter picks/tidy ups annually. |  |
| 123/18-19 | **Waterbeach new town community forum**  Cllr Long attended this and report circulated before the meeting |  |
| 124/18-19 | **Street lighting St Johns Lane**  Clerk has received quote for £1800 for the light; and is awaiting costs for a maintenance contract and electricity.  Solar options to be investigated and to be concluded at the next meeting. |  |
| 125/18-19 | **Jubilee gardens fencing**  Quotes received- One to Replace 4 lattice top fence panels in Horningsea playground with plain panels at £195  And one to replace 4 concave Lattice top fence panels in Horningsea playground like for like for £374.  It was decided to proceed with the cheaper quote with plain panels. |  |
| 126/18-19 | 1. Payments have been made since last meeting   1) Cambs ACRE- £28.80  2) Norris and Fisher- £483.63   1. The following payments were approved   1)ICO registration-£40.00  2) HMRC payment- £6.60  3) Red shoes accounting-£14.40  4) Wave-£74.38  5) H Livermore- Expenses-60.80   1. Bank reconciliation and budget update-As of 18/12/18, there is £30680 across the 2 accounts. Spending is currently under budget for 2018-19. 2. Budget and Precept   It as agreed that the precept for 19-20 will remain the same at £16705.   1. Request for grants   Grant for £980 for HRA for village day and seniors lunch approved.  Grant for £580 for HMGT for Millenium Green fencing repairs approved. |  |
| 127/18-19 | **Correspondence received:**   1. Eve Daniel- Remembrance day donation | Noted |
| 128/18-19 | **Clerks report**  2 burials have taken place recently, with £800 in fees to be banked. |  |
| 129/18-19 | **Pre planning-application submission**  Applicant attended to discuss a planning application which is soon to be submitted at The Orchards. MS advised that we cannot comment formally until an application has been made to SCDC but the parish council welcomes informal discussions prior to this. |  |
| 130/18-19 | **To accept matters for the next agenda**  **St Johns Lane lighting** |  |
|  | **The meeting closed at 22:20** |  |