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|  | **Minutes of the Parish Council meeting held on Wednesday 24th November 2021 at Horningsea Village Hall** | **Action** |
|  | **Present**: Cllr Anna BradnamCllr John WilliamsCllr Graham ConeEmily WilliamsRobert BalmWill NealeJessica KittMichael GingellHayley Livermore (via Zoom) |  |
|  | **Open Forum:** **None** |  |
| 67/21-22 | **Apologies for absence**Tessa Pleasants Keith Long has handed in his resignation-Clerk to contact SCDC |  |
| 68/21-22 | **Declarations of interest**Cllr Neale for item 79/21-22 |  |
| 69/21-22 | **To approve the minutes of the meetings 29th September, 6th October, 3rd November 2021**Minutes approved and to be and signed by the chairman |  |
| 70/21-22 | **District councillor reports**Circulated before the meeting |  |
| 71/21-22 | **County councillor report** Circulated before the meeting |  |
| 72/21-22 | **Insurance renewal**Insurance policy expires on 11th December. It was decided to take a 3-year policy with Norris and Fisher at £490 per year. The cost will be the same each year, but this does not index link to inflation the sums insured. Proposed by RB, seconded by JK. |  |
| 73/21-22 | **Review of councillor responsibilities**Statutory Obligationsa.      **Quy Fen Trust** (Cllr Williams to discuss with outgoing trustee AC) b.     **Bottisham United Charities** MG/JKc.      **Horningsea Parish Charities-MG** d.     Village Hall and Green Trust Liaison RBe.      HRA Liaison TP f.      Liaison Fen Ditton School JK2.     External Liaison Representationa.      **ACRE** (discuss further) b.  **Neighbourhood Policing Panel- WN** c.      CAPALC- RB d.     South Cambs District Council Liaison (discuss further) 3.     Responsibilitiesa.      Street Lamps, Pavements, Speed Management Cycle Path TPb.     **Strategic Planning-**EW c.      Parish Plan RBd.     Community Transport and Buses MGe.      Youth and Children’s Issues  JKf.      Cemetery TPg.     **Finance** RB h.     HR/employment RB &JK  |  |
| 74/21-22 | **Dock Lane and St Johns Lane landscaping**There are some grass areas at the end of St Johns Lane and Dock Lane which are currently cut by residents. WN has obtained a quote from our current contractor at £40 per area. It was decided that we will ask our contractor to cut these areas on an ad-hoc basis as and when they need doing from April 2022.  |  |
| 75/21-22 | **Local Plan consultation**Response to local plan consultation will be prepared and a meeting will be held in December to discuss and agree submission.  |  |
| 76/21-22 | **Memorial tree**There is a proposed memorial tree for a resident who has recently passed away and the PC would be happy to be involved. Cllr Balm to follow up with those arranging this.  |  |
| 77/21-22 | **EIA scoping response**This was not submitted by Horningsea PC due to time constraints. The Pc would like to thank the Save Honey Hill group who submitted a response for their help. |  |
| 78/21-22 | **Cheques for signature (to be signed at a later date)**1. H Livermore-£81.98-Chq 875
2. KGM-£751.20-Chq 876
3. Norris and Fisher-£490.69-Chq 877

**Cheques since the last meeting****None****Bank reconciliation and budget update**As of there is £42,483 across the 2 accounts. Spending is in line with budget |  |
| 79/21-22 | **Proposal: Retrospective vehicle accessSite address: 3 Kings Cottage Clayhithe Road HorningseaReference: 21/03693/HFUL- Amendment****Agreed to object to the planning application on the basis of:**We are concerned by the sheer number of points raised by the Local Highways Officer in their report dated 11 November 2021 and concur with their expert conclusions regarding this application.  Specifically, we have concerns about:Drainage - We are concerned that the area outside the property and down the driveway to the pavement is tarmac and concrete and not a permeable surface.  This is a large area giving rise to considerable run-off when it rains, much of which, due to the sloping nature of the drive, runs directly onto the pavement and road.  We are not confident that there is sufficient new drainage put in place to remedy this.  The footpath here is in very poor condition and regularly has standing water.Highways safety - We are concerned by the expert comments regarding visibility splays which if not remedied, endanger the lives of the many pedestrians, cyclists and drivers passing this 'driveway'. Deteriorating condition of the pavement which we feel has been significantly exacerbated by the applicant driving vehicles back and forth over it without permission.There is no dropped kerb and no plans that we are aware of for this to be addedProposed by RB, seconded by JK |  |
| 80/21-22 | **HMGT request for funds for maintenance and repairs**HMGT have requested £225 as half of the costs of repairs to the broken fence on PC green beside bus stop lay-by and posts on drive to village hall. Agreed in principle, though Cllr Neale will check this. Proposed by RB, seconded by WN subject to checks. |  |
| 81/21-22 | **Queens Green canopy initiative**As part of the platinum jubilee celebrations in 2022 PC’s can apply to the woodland trust for free trees. This is usually a pack of 15. Agreed that Cllr Neale will submit an application.  |  |
| 82/21-22 | **Matters for the Next agenda** Budget and precept 22-23Meeting closed at 21:15pm |  |