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|  | **Minutes of the Parish Council meeting held on Wednesday 25th May 22 at Horningsea Village Hall** | **Action** |
|  | **Present**:  Robert Balm  Hayley Livermore  Catherine Martin  Tessa Pleasants  Anna Bradnam  Carla Hofman  Graham Cone |  |
|  | **Open Forum:**  Resident raised the issue of the poor state of the footpaths in Horningsea. Cllr Bradnam said that this is on the list at CCC and has been allocated funding and will be done next year  Poor state of Jubilee gardens toilets raised. PC will look into a solution. |  |
| 5/22-23 | **Apologies for absence**  John Williams |  |
| 6/22-23 | **Declarations of interest**  None |  |
| 7/22-23 | **Election of chair**  **Cllr Robert Balm re-elected to Chair**  Proposed TP Seconded CM |  |
| 8/22-23 | **Election of vice-chair (item moved to end of agenda)**  **Cllr William Neale elected to vice-chair**  Proposed by TP, seconded by CM |  |
| 9/22-23 | **To approve the minutes of the meetings 30th March and 20th April 22**  Minutes approved by all and signed by the chairman |  |
| 10/22-23 | **District councillor report**  Circulated before the meeting |  |
| 11/22-23 | **County councillor report**  Circulated before the meeting |  |
| 12/22-23 | **Councillor vacancies**  Emily Williams co-opted onto the council. Proposed by RB, seconded by TP and approved by all.  William Neale co-opted onto the council. Proposed by RB, seconded by TP and approved by all. |  |
| 13/22-23 | **Proposal: Single storey side extensions including attached garage**  **Site address: Elizabeth House High Street Horningsea**  **Reference: 22/01676/HFUL**  **Approved with comments:**  Please ensure all contractor vehicles are not parked on the pavement as is a hazard for wheelchairs, pushchairs and pedestrians.  Also careful consideration needs to be taken to the materials used so that it is in keeping with area and effect on nearby listed building as this is in a conservation area  Proposed by RB, seconded by TP |  |
| 14/22-23 | **Replace/repair highway gate**  Agreed to pre-approve quote of £380 for work to repair gate. However, Cllr Neale thinks that this may be being done by CCC as there is a notice of works up. If this is not done, we will go ahead with the repair. Proposed by RB, seconded by CM |  |
| 15/22-23 | **Kings Farm Barn**  The owner of Kings Farm Barn intends to develop the barns behind his home and has sent to the PC outline plans and would like an opinion before he submits a formal planning application. Agreed by all that the proposed works are sympathetic to the area and have been done sensitively and the PC looks forward to seeing the formal application. |  |
| 16/22-23 | **Mowing and ditch clearance on PC land**  Clerk will do a further land registry search as first search did not provide conclusive information on the ownership of the areas in question (ditch and strip of land next to Millenium Green) |  |
| 17/22-23 | **Finance**   1. **Cheques since the last meeting**   None   1. **Cheques for signature** 2. Chq 904-KGM-£403.20 3. Chq 905- H Livermore-£36.96 4. **Budget review 22-23**   Bank statement had not been received therefore clerk could not  update on totals in bank accounts. Although it is very early in  the financial year spending is on budget so far.   1. **End of year 21-22 finances**   End of year 21-22 bank reconciliation circulated. Ended the year on £35188 which is equivalent to 1.9x the precept. Of the projected spends for 21-22 of 19770, 18443 was spent. Underspend was mainly on road improvements as we did not spend as much as budgeted for due to LHI scheme coming in cheaper than thought.     1. **HRA request for funds**   HRA have completed a grant request form and provided bank statements and have asked for £200 towards the platinum jubilee celebrations. Proposed by RB, seconded by TP and agreed by all to give this grant. |  |
| 18/22-23 | **To approve the annual governance statement for 21-22**  All statements on the Annual Governance statement were read out by the chair and it was agreed to indicate a ‘yes’ to all. The annual governance statement was signed by the Chairman. |  |
| 19/22-23 | **To approve the accounting statement for 21-22**  The accounting statement of the year 2021-22 was approved and verified with bank reconciliation and was signed by the chairman. |  |
|  | **Next meeting to be held on 27th July 2022**  Meeting closed at 21:40 |  |