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|  | **Minutes of the Parish Council meeting held on Wednesday 28th September at 7.30pm at Horningsea Village Hall** |
|  | **Present**:  Catherine Martin  Tessa Pleasants  William Neale (Chair)  Graham Cone  Hayley Livermore |
|  | **Open Forum:**  **None** |
| 36/22-23 | **Apologies for absence**  John Williams; Robert Balm; Carla Hofman; Emily Williams |
| 37/22-23 | **Declarations of interest**  Cllr Neale for item 48/22-23 |
| 38/22-23 | **To approve the minutes of the meetings 18th July and 10th August 22**  Minutes were approved and will be signed by the chair |
| 39/22-23 | **District councillors report**  Circulated before the meeting |
| 40/22-23 | **County councillor report**  Circulated before the meeting |
| 41/22-23 | **Proposal: Demolition of existing rear extension, and construction of a single storey rear extension and single storey front extension.**  **Site address: 21 Priory Road Horningsea CB25 9JL**  **Re**  **Reference: 22/03372/HFUL (and amendment to this application)**  Approved with no comments. Proposed by WN, seconded by TP |
| 42/22-23 | **Proposal: Conversion and change of use of existing stables/barns and sheds to form a 3 bed detached dwelling and a two storey extension to create a home studio/office adjacent to the main barn/residence.**  **Site address: Kings Farm High Street Horningsea**  **Reference: 22/03470/FUL**  Approved with the following comment: Visibility when entering and exiting the existing properties drive is very poor and dangerous. This should be investigated if there will be more cars entering and exiting to see if it can be improved and care needs to be taken with construction traffic  Proposed by WN, seconded by TP |
| 43/22-23 | **Ditch clearance and mowing of land**  Cllr Neale has obtained a quote for clearing the ditch next to the millennium green of £1300 + VAT. Agreed to obtain a second quote and discuss at next meeting. |
| 44/22-23 | **Cemetery rules**  At present there are no rules regarding who can be buried in the cemetery. We have had a number of burials and enquiries about reserving a plot from people that have no connection to Horningsea. It was agreed that the cemetery should be preserved for local residents predominantly and therefore some rules need to be established. Clerk to compile these and bring to the next meeting for discussion and approval. |
| 45/22-23 | **20mph Zone in village**  Discussed during item 51/22-23 |
| 46/22-23 | **Management of files and digital collaboration**  Deferred to the next meeting |
| 47/22-23 | **Risk assessment play area**  Cllr Neale has completed the annual risk assessment for the play area. Approved by all. |
| 48/22-23 | **Donation to Horningsea Parish charities**  Horningsea Parish charities make donations to individuals within the parish who are in the need. These are usually around £30 which in the current cost of living crisis will make only a small difference. Cllr Neale as trustee of Horningsea Parish charities asked if the PC could make an annual donation to the fund so that individuals will receive a higher amount of help. Unfortunately, as Cllr Neale had to declare an interest in this there were not enough members to vote on this, therefore this will be deferred to the next meeting. |
| 49/22-23 | **Updated emergency plan**  Cllr Neale and the clerk have worked on this to update contact details and establish new contacts who could help in an emergency. This is almost completed and will be circulated to all involved in due course. |
| 50/22-23 | **Fence to rear of WC block Jubilee garden**  Resident of the house that backs on to the Jubilee garden has notified the council that the fence has broken and believes it to be PC responsibility. After discussion it was agreed to investigate this before any work is undertaken as ownership is unestablished**.** |
| 51/22-23 | **Feedback from traffic workshop**  Cllr Balm has collated and circulated feedback from the traffic workshop to the PC. Agreed by all that this can be shared with residents.  Clerk informed that the LHI scheme will be opening again on 31st October; we will need to look at our previous application and decide on what to apply for in this round. To be discussed at November meeting and clerk to forward on any further information. |
| 52/22-23 | **Finance**   1. Cheques for signature –   920- H Livermore-£226.70  921-KGM- £403.20  922-G Harding-Male-£75.00  923- Red Shoes accounting-£46.80  924-Carter Jonas-£5  925-HMRC-£46.60   1. Cheques since 25/5/22 –   907 Wicksteed Play area inspection 122.40  908 KGM Grass cutting 403.20  909 Anglian water business Sewerage charge 96.96  910 Red shoes accounting Payroll 46.80  911 HMRC Clerk tax 46.40  912 Source for business Water 36.71  913 South Cambs District council Election fees 105.00  914 H livermore expenses 74.00  915 Mijan limited Audit 205.00  916 Capalc training fee 75.00  919 KGM Grass cutting 403.20   1. Bank rec and budget review - Currently £39051 in bank. £9104 to come from precept and £1948 VAT refund will equal 51356.   Estimated spends until end of year are £10300 which includes the fencing for playground. This will leave 40814. This is 2.2 x our precept.  Of the projected spend for 22-23 of £19861, £5241 has been spent so far. |
|  | **Next meeting to be held on 30th November 2022**  Meeting closed at 20:40 |