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|  | **Minutes of the Parish Council meeting held on Wednesday 30th November 2022 at 7.30pm at Horningsea Village Hall** |
|  | **Present**:  Catherine Martin  Tessa Pleasants  Rob Balm  Carla Hofman  Emily Williams  Hayley Livermore  Anna Bradnam |
|  | **Open Forum:**  A resident attended to highlight the unsatisfactory response from the police to a recent accident on the High Street. Police were called but refused to attend. Resident will obtain job number from resident who reported it and pass this to the clerk who together with Cllr Neale will report to the police and complain re the lack of response. |
| 53/22-23 | **Apologies for absence**  Will Neale; John Williams; Graham Cone |
| 54/22-23 | **Declarations of interest**  None |
| 55/22-23 | **To approve the minutes of the meetings 28th September 22**  Minutes were approved and signed by the chair |
| 56/22-23 | **District and county councillors report**  Circulated before the meeting |
| 57/22-23 | **Proposal: Two-storey extension to side, demolition of rear portion of existing garage, detached single-storey summer room to rear.**  **Site address: 21 Abbots Way Horningsea Cambridgeshire**  **Reference: 22/04444/HFUL**  Agreed to approve the application with the following comment regarding traffic during construction: This is already a congested road where bin lorries etc struggle to get down. Therefore, construction vehicles need to park on the properties hardstanding which has room for 3 vehicles. Proposed by RB, seconded by TP |
| 58/22-23 | **Proposal: Demolition of the existing dwelling, erection of 3 No. new dwellings and conversion of existing barn to office use.**  **Site address: Northgate Farm High Street Horningsea**  **Reference: 22/04533/FUL**  Agreed to approve the application with the following comments:   1. Access- Although the applicant has moved the entrance, this section of Clayhithe Road/ High Street is exceptionally dangerous due to the bends. It is a known fact the vehicles travelling along this road (in both directions) are not doing so within the speed limit. This proposed development and the proposed development of the neighbouring site that is also going to utilise this access point is going to put a large amount of traffic out onto a dangerous bend which is not felt to be appropriate and the visbility splays are unikely to ever be sufficient and will inevitably lead to accidents. Should the development go ahead this needs to be fully addressed and preferably altered to make it safer.   2. The parish council approves of the proposed 3 dwellings but feels that the proposed office space is too large and not in keeping with the area. The proposed office accommodation will as an estimate provide space for ~20 people but it could be more. There are no proposals to provide parking for this amount of people and therefore this will inevitably put parking pressure elsewhere in the Village including the pavement in front of Manor Farm House adding to safety concerns. Has the applicant addressed this and if so what measures are being put in place?   3. This development is going to have a significant noise (both during and after construction) impact on the neighbouring residential accommodation, including commercial deliveries and bin collection for the proposed offices. Should the development go ahead this needs to be mitigated to ensure that neighbouring properties and the village as a whole has as little disruption as possible.   4. There are a number of trees on the site including a large willow tree that it would be a shame to lose, especially as this is a conservation area   Proposed by RB, seconded by TP |
| 59/22-23 | **Ditch clearance and mowing of land**  We have now obtained 2 quotes for clearing the ditch next to the millennium green, one of £1300 + VAT and one of £820. It was agreed to proceed with the quote of £820 and the cost will be split 50% each between the PC and HMGT. Proposed by RB, seconded by CM. |
| 60/22-23 | **Cemetery rules**  Following a number of enquiries and burials from Cambridge residents it was agreed at the last meeting to put in place rules of burial so that the cemetery can be preserved for local residents. Clerk circulated these before the meeting, and these were approved and adopted. |
| 61/22-23 | **Fence to rear of WC block Jubilee garden**  Deferred until the next meeting |
| 62/22-23 | **Insurance**  We were written to by the broker we normally use Norris and Fisher earlier this year to say after our current policy expires, they will no longer be working with Parish councils. Clerk has obtained quotes from BHIB another broker; the best of these being £429 per year with Aviva. This is reduced to £407 per year if a 3-year agreement is taken. It was agreed to proceed with the 3-year agreement. Proposed by RB, seconded by CM and agreed by all. |
| 63/22-23 | **LHI application**  The deadline for applications to the LHI is 6th January 2023. Agreed to make a submission similar to that of last year and using the same amount of funding from the PC. To be worked on by clerk and councillors in time for submission deadline**.** |
| 64/22-23 | **Policies review**  All policies and Financial regulations and standing orders have been reviewed by the clerk and a councillor. Changes made to social media policy. All policies approved and adopted. |
| 65/22-23 | **GCP consultations-Horningsea Greenway and Making connections**  The Horningsea Greenway consultation closes on 16th December. There are 2 meetings with the GCP in the next week; one online and one face to face. Agreed that following these meetings councillors led by CM will put together a response to be submitted by the deadline.  The Making connections consultation closes on 23rd December. This includes the proposed congestion charge. Agreed that councillors led by RB will put together a response to be submitted by the deadline. |
| 66/22-23 | **Airtable/digitalization of documents**  Clerk proposed that we use Airtable to share all documents needed for meetings. There will be a public view added to the website where minutes, agendas and District and County councillor reports can be seen. Agreed by all; clerk to implement ASAP.  RB proposed that all PC documents are digitalized. This is a large job which will probably cost a significant amount. Therefore it was agreed that at present the clerk will send everything she already has stored digitally to RB |
| 67/22-23 | **Finance**   1. Cheques for signature –   930-H Livermore-£261.56  931-PKF Littlejohn-Audit-£240  932-KGM-Grasscutting-£403.20  933-BHIB Insurance-£407.66   1. Cheques since the last meeting –   926-Catherine Martin-Reimbursement-£25  927-KGM-Fencing-£2529.60  928-Save Honey Hill-£1500  929-Cambs ACRE-membership-£57  **Bank rec and budget review** - Currently 42311 in bank, plus £2000 VAT to come and £1200 burial fees. This will total 45511  So far this year we have spent £11134.89 of the £19861we planned to spend. Spending will not be as high as predicted due to the LHI bid being unsuccessful.  Estimated spends until end of year are around £6000. This will leave 39511. This is 2.1 x our precept. Recommended is 1.5-2 x precept. Therefore there is around £2000 we can spend on other things not budgeted for or carry forward to put towards our LHI bid. |
|  | **Next meeting to be held on 25th January 2023**  Meeting closed at 21:15 |