

Horningsea Parish Council

	Minutes of the Parish Council meeting held on Wednesday 24th May 2023 at 7.30pm at Horningsea Village Hall
	Present: Robert Balm Cath Martin Emily Williams
	Open Forum: None
5/23-24	Apologies for absence Tessa Pleasants Will Neale
6/23-24	Declarations of interest None
7/23-24	Election of chair Cllr Robert Balm was elected to the position of chair. Proposed by CM, seconded by EW.
8/23-24	Election of vice-chair Cllr Will Neale was elected to the position of vice-chair. Proposed by RB, seconded by CM.
9/23-24	To approve the minutes of the meetings 29th March 23 and 26th April 23 Minutes were approved and signed by the chair.
10/23-24	District councillor report No district councillors were present, but reports had been circulated prior to the meeting.
11/23-24	County councillor report

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	Cllr Anna Bradnam was not present but her report had been circulated prior to the meeting.
12/23-24	<p>Conversion of existing vacant farm buildings into seven dwellings with access, parking, landscaping and associated infrastructure Site address: Manor Farm Clayhithe Road Horningsea Reference: 23/01582/LBC and 23/01581/FUL</p> <p>Comments to be sent to planning were agreed to be:</p> <ol style="list-style-type: none"> 1. Overlooking and loss of privacy are a concern as the gardens of Old Tiles and Manor House are directly next door. 2. Loss of light and overshadowing-The proposed plot 6 is likely to overshadow the gardens of the nearby cottages especially in the late afternoon. 3. Noise- Construction work should only take place between suitable hours as this is a residential area i.e. Monday to Friday 8am-5pm 4. Highways- During construction all vehicles should be parking inside the site as this is a large enough area-they should not park on the pavement outside <p>Obviously, traffic in and out of the site will increase once the dwellings are inhabited, therefore safety measures such as visibility plays etc needs to be investigated and in place where necessary.</p> <ol style="list-style-type: none"> 5. The parish council are concerned about future extensions to properties and the site becoming too dense, therefore are there covenants in place to stop this happening? 6. The PC expects all building works to adhere to rules on listed building and conservation areas 7. The PC would like to bring to attention the fact that a lot of bats and barn owls inhabit this area and would therefore expect measures to be in place to protect these species <p>Proposed by RW, seconded by EW.</p>
13/23-24	<p>S73 to vary condition 2 of ref no: 22/03470/FUL (Conversion and change of use of existing stables/barns and sheds to form a 3bed detached dwelling and a two storey extension to create a home</p>

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	<p>studio/office adjacent to the main barn/residence) to show the widening of the existing opening on the east elevation to enable access by the clients vehicles.</p> <p>Site address: Kings Farm High Street Horningsea</p> <p>Comments on access still stand as the entrance is on a section of Clayhithe Road/ High Street which 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 visibility splays are unlikely to ever be sufficient and will inevitably lead to accidents. Proposed by RB, seconded by CM.</p>
14/23-24	<p>Ditch/Rose cottage correspondence</p> <p>Cllr Neale met with Lee Hillam from SCDC. Lee stated that one option would be the installation of a culvert/pipe. Quotes are being sought for the work. A fence or something similar may need to be added to make the area safe to the public.</p>
15/23-24	<p>To adopt Press/media policy/Equality policy/Safeguarding policy/code of conduct</p> <p>These were adopted and will be added to the website. Proposed by RB, seconded by EW. Clerk to investigate code of conduct training for councillors.</p>
16/23-24	<p>To adopt new standing orders</p> <p>Clerk to add definition of 'Proper officer' to the beginning of the Standing orders as this is not defined until section 15. Agreed that with this change these will be adopted. Proposed by RB, seconded by EW.</p>
17/23-24	<p>To accept the end of year bank rec 22-23/S137 spending 22-23</p>

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	End of year 22-23 Bank rec was presented to the council. Finished the year on £37369.
18/23-24	<p>To approve the annual governance statement for 22-23</p> <p>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 then signed by the Chairman and responsible financial officer.</p>
19/23-24	<p>To approve the accounting statement for 22-23</p> <p>The accounting statement which had been signed by the clerk was presented to the council; approved and signed by the chair.</p>
20/23-24	<p>To declare the parish council exempt from External audit for 22-23</p> <p>Due to the council's income and expenditure both being less than £25,000 for the year 22-23 we are able to declare ourselves exempt from external audit. This was agreed and the exemption form was signed by the Chairman.</p>
21/23-24	<p>Clerk appraisal and pay review</p> <p>Clerk appraisal took place before the meeting. It was agreed to raise the clerk to scale 22 on the NALC pay scales. Proposed by RB, seconded by CM.</p>
22/23-24	<p>Play area inspection report</p> <p>Play area was inspected in April and the clerk has sent the report to Cllr Neale for his attention and to action anything necessary.</p>
23/23-24	<p>Finance</p> <ol style="list-style-type: none"> 1. Cheques for signature-None 2. Cheques since the last meeting-None 3. Bank rec and budget review- As of 19/4/23 the bank balance stood at £36258. It is too early in the financial year to complete

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	a budget review, however there have been no unexpected spends.
	Next meeting: TBC Meeting closed at 20:55