Horringer Parish Council
Administrator: Nicola Calder
The 6 Bells, The Street, Horringer, IP29 5SJ
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Annual Parish Council Meeting on Monday, 20th May 2024
In Horringer Community Centre commencing immediately after the Annual Village Meeting.
Members of Horringer-cum-Ickworth Parish Council are invited to attend the above meeting.

Councillors present: Colin Knight (Chair), Ruth Walker, Ian Frost, Peter Crofts, Tom Lewis, Karen Soons (County & District Councillor)

Also present: Nicola Calder (Administrator), Brad Young (Neighbourhood Plan)

1.	**Election of the Chairman – Colin Knight**	
2.	**Election of the Vice Chairman – Peter Crofts**	
3.	**Record Councillors' Apologies for absence - None**	
4.	**Declarations of Interest –** • **Declarations of disclosable pecuniary interests, other registerable interests and non-registerable interests.** • **To receive notification of gifts of hospitality exceeding £50.00.** • **To note the determination of requests for dispensation.** There were no disclosable pecuniary interests; other registerable and non-registerable interests submitted and no notifications of gifts of hospitality. No requests for dispensation were reported.	
5.	**Public forum – None present**	
6.	**To agree and sign minutes from meeting 15.04.2024** ***(Paper copies to be signed off by the Chairman for the file)*** Approval of the minutes was given by those present; CK signed the paper copy of the minutes seconded by RW.	
7.	**Review Action Points from the last meeting** • **AP1** – TL to locate a suitable lamp post on Westley Lane for the SID machine to be mounted. Carry forward. • **AP2** – RW agreed to contact residents and discuss moving the 40mph speed limit. Carry forward. • **AP3** - TL & CK to put an article together for the Bury Free Press. Carry Forward. • **Duck signs, The street, Horringer** – **AP4 -** NC & RW to approve positions for the signs. • **Phone box on Meadow Drive, needs painting** – **AP5 -** RW to get a quote from a decorator and source paint. • Do WSC do litter picking on a contract? **AP6 -** NC to investigate. • Highways - the ditch is full at the end of the village nearest Haverhill. **AP7 –** NC to contact to see if we can get the work actioned. **– Contacted M Fox**	

	• Litter picking in the village, is this something that can be arranged? **AP8 -** CK to reply to the resident. • **Weed Killer use in the village –** McGregors and WSC say they are not using this. **AP9 -** CK to reply. **– NC contacted M Fox e-mail to follow –** Carry forward	
8.	• **County Councillor's Report (KS) -** Report received in advance and taken as read. • **Community Council Report (EB) -** Report received in advance and taken as read. • **Borough Councillor Report (KS) -** Report received in advance and taken as read. • **Tree Report (JF) -** Report received in advance and taken as read. • **Chairman's Report (CK) -** Report received in advance and taken as read.	
9.	**Updates** **SIDs & Speed Survey (TL) –** As annual meeting **Neighbourhood Plan (IF) –** As annual meeting	
10.	**Planning Applications** • DC/24/0222/HH - 2 Hill Cottages The Street Horringer Suffolk IP29 5SN - Householder planning application - front porch. – No objection • DC/24/0562/HH - 20 Meadow Drive Horringer Suffolk IP29 5SB - Householder planning application - a. single storey rear extension with four roof lights; b. first floor extension over Garage – No objection	
11.	**Finances** • **Payment schedule and invoices to be paid' –** All agreed & Signed • **Any invoices received after the agenda had gone out -** None • **Gov.uk e-mail addresses –** Still in progress – carry over • **Approve NC hours –** All agreed & Signed • **To consider and receive the Bank Reconciliations for period ending 30.04.2024. –** All agreed & Signed • **To approve and sign the internal controls checklist, Internal Control Statement, and Financial Risk Assessment for Year Ending 31.03.2024. –** All agreed & Signed • **Budget review – to receive budget to actual position for year ending 31.03.2024. –** All agreed & Signed • **Year end accounts 2023/24 to approve. –** All agreed & Signed • **Annual Governance Statement 2023/24 –** All agreed & Signed • **Accounting statement 2023/24 –** All agreed & Signed • **Set date for exercise of public rights. –** All agreed & Signed • **BACS (Bank Transfer) for the settlement of invoices/requests for payment, (provided that such payments are authorised by two bank signatories, the evidence of such authorisation is**	

	retained, and payments are reported to council) - to reconfirm acceptance of this as the preferred method of payment. – All agreed & Signed • **To receive the list of payments which arise on a regular basis as the result of a continuing contract, statutory duty or obligation and regular maintenance contracts for the year 2024-25. –** All agreed & Signed • **Pension declaration 15/05/24 –** All agreed & Signed	
12.	**Correspondence** • **Weed Killer use in the village** – Update from highways – Still investigating – Carry over. • **GDPR rules** – Careful who's e-mails we send on to other people. **AP10 -** N Calder to check policy. • **Complaints procedure** –**AP11** - N Calder to contact SALC for one.	
13.	**Councillor reports for future items on the agenda** • **Litter picking** • **New bins – AP12 - CK to draft e-mail** • **Signs for speeding Hawthorne Drive AP13 –** NC to contact Highways • **Personal property hedge complaint**	
14.	**Date of next scheduled meeting to be confirmed as** 17th June 2024 Apologies from Cllr Crofts.	

Please be aware the meeting may be filmed or recorded. Members of the public are invited to attend but are respectfully asked not to contribute during the meeting unless invited by the Chairman to do so.

Signed: …… (Chair) **Dated: ……..**