

**Minutes of Horseheath Parish Council Meeting held on
Monday 11 May 2015 at 7:45 p.m. in the Village Hall**

Present: Denise Lindsell Chaired the Meeting
John Miles

Richard Southwell

In Attendance Bernard Yallop (Parish Clerk)

Ninian Bickerton to be Co-opted

The meeting began at 7:45 pm.

1. Apologies for Absence Stuart Miller, Anita de Klerk, Andrew Fraser and Roger Hickford sent their apologies.

2. Sign Declaration of Acceptance of Office

3. Election or Re-Election of Chairman and Vice Chairman.

Denise Lindsell nominated Stuart Miller as Chairman, knowing that he was happy to be nominated. It was seconded by Richard Southwell. Richard Southwell proposed that Denise Lindsell is elected Vice Chairman. It was seconded by John Miles.

4. Co-option of Councillor

Denise proposed that Ninian Bickerton is co-opted onto the parish council. It was seconded by Richard Southwell and passed unanimously.

5. County Councillor Report

Roger Hickford sent a lengthy report just before the meeting. The first page would interest local residents and it was agreed to display page 1 of the report on the website.

6. Minutes of Parish Council Meeting on Monday 9 March 2015

The minutes of the last meeting were approved and signed.

7. Matters Arising

7.1 Allotment Holders The new holder of plot #2 is Terry Wright. The holder of plot #1, Mrs Mururi decided that she did not want to give up her plot. John Miles said that in future he would make it possible for people to join a queue on the website if they were interested in becoming plot holders as one became free.

7.2 Broken Gate Post at Entrance to Allotment Ninian said the he would repair it.

7.3 Horseheath Local Highway Improvements After some discussion it was finally agreed to settle payment of the invoice without further delay.

7.4 Kings Stone In hand.

7.5 Burial Ground Lay-by In hand

7.6 S 106 Agreement Most of the proposals were given approval by the district council. Some of the suggestions have been dealt with. Planter – in the playground. Cricket Fence – we have received 3 estimates. Richard said that we need better access to the cricket ground and he proposed installing some decent steps. The positioning of Dog Litter Bins by the cricket pitch was agreed. Richard proposed and Ninian seconded the motion that a Dog Litter Bin Map is installed on the website for residents to choose where they want them. A bench and an improved hedge and ditch should be installed by the side of pond path.

8. Planning

8.1 Parish Council

Nothing to report.

8.2 District Council

S/0099/15/FL Double garage to front, altered access, new automated access gate with 1.8 m high boundary wall/railings at Halcyon, Linton Road for Wain was approved.

9. Finance

9.1 Bank Mandate

The meeting has to appoint an additional signatory for signing cheques. It was agreed that Denise would ask Anita de Klerk to see if she would be willing. The clerk said that he would like to place a special item on the agenda when cheques could be signed. That would cut down on the amount of travelling and inconvenience he experiences having to manually take the cheque book to two different houses to obtain a signature and keep the cheque book in his procession.

The government stocks for the Jim Johnson Memorial Fund and the Village Sign Memorial Fund will be redeemed on 5 July. This normally requires a mandate. The clerk said that he had checked with

the holders of the stocks, Computershare of British Government Stocks and they said that if we ran out of signatures on the mandate they would accept signatures from other parish councillors.

9.2 Receipts

Date	Drawee	Amount	Remarks
01/04/15	JJ Memorial Fund	£16.34	Dividend
01/04/15	VS Memorial Fund	£48.58	Divided
09/04/15	Burial A/c #1	£0.04	Interest
13/04/15	Precept	£5,100.00	First Instalment
16/04/15	Allotment Rent	£35.00	Plot #2
16/04/15	HJ Paintin Ltd	£240.00	Grave Space #14
23/04/15	Allotment Rent	£35.00	Plot #1
Total		£5,474.96	

9.3 Payments

The following payments have been made since the last meeting:

Date	Payee	Amount	Remarks
01/04/15	DD SCDC	£60.00	Allotment Rent
02/04/15	The Venture	£80.00	Advertisement Fees S 137
16/04/15	Stationery	£6.70	Petty Cash
23/04/15	Kleen	£30.00	Clean Bus Shelter Windows
Total		£176.70	

9.4 Account Balances On 23/04/15 the balances of the accounts were:-

Petty Cash	£32
Treasurers Account	£12,428
S106 Agreement	£8,415
Burial Ground Access Fund Account #1	£1,140
Burial Ground Access Fund Account #2	£23,177
Village Sign Maintenance Fund Account	£4,386
Total	£49,578

9.5 Approve Annual Fees and Subscriptions for 2015 to 2016

Date	Payee	Service	Amount
12/05/15	Clerks and Councils Direct	Subscription	£12.00
12/05/15	Age Concern	Mobile Warden	£300.00
12/05/15	NALC, Local Council Review	Subscription	£17.00
12/05/15	Friends of the Roman Road	Membership	£20.00
01/06/15	1 st Horseheath Brownies	Litter Pick	£50.00
12/05/15	CAPALC	Affiliation Fee	£196.05

9.6 Cheques to Sign

1. B Yallop, Clerk's Salary Q1, £600.34, post dated to 29/05/15
2. HMRC, PAYE Q1, £120.00, post dated to 22/06/15
3. Aon Ltd, Local Council Insurance, £774.14, Reduces to £702.44 if we sign a three year agreement. It also depends upon the population of Horseheath, and how much the street furniture is worth, so I shall have to find out the final premium from Aon Ltd.
4. B Yallop, Petty Cash, £150.00, dated 12/05/15

9.7 Annual Return 2015 Denise checked the numbers in section 1 of the AR 2015, and signed as chairman of the meeting. She then went through Section 2 on Governance, carried out a risk assessment, which included items such as insurance, anticipated costs and cheque signing.

9.8 Internal Auditor Valarie Seekings has agreed to be our Internal Auditor again.

9.9 Approve Renewal of Local Council Insurance

This year the Insurance Company is the same but the underwriter has changed. They offer cover for larger amounts without going into the costs of each item. There is still a problem with the fact that there will be an increase in the premium due to extra street furniture items such as two extra bus shelters on the A1307 and Local Highway Improvement items such as gates and signs. They also offer to keep the premium fixed for three years if we remain with the company. We have accepted this offer in the past. The cover also increases with the number of residents, with the first jump at 500. Unfortunately the number of residents in Horseheath is below this figure.

10. Any Other Business

Items carried over from the Annual Parish Meeting

10.1 *Additional Dog Bin* The parish council approved a request for a dog bin by the post box in Cardinals Green.

10.2 *Road Drainage in Cardinals Green* A photograph provided evidence that the road drainage system in Cardinals Green From the post box to White Chimneys needs attention. The parish council said that Highways should be reminded before the autumn rains came to include Cardinals Green in its program for flushing gullies and drains to prevent future flooding.

10.3 *Empty Dwelling in Cardinals Green* The parish council believed that the district council would be fully aware of the situation regarding a vacant property in Cardinals Green. It was a well known fact that the district council will do everything in its power to collect council tax from all properties in a village. If any of them are vacant it wants them to be occupied.

11. Date of Next Meeting The next meeting will be on Monday, 13 July 2015 starting at 7:45 pm. The meeting ended at 9:15 pm.