

**Minutes of Horseheath Parish Council Meeting held on
Monday 9 November 2015 at 7:45 p.m. in the Village Hall**

Present: **Stuart Miller (Chairman)** **Denise Lindsell**
 Anita de Klerk **Richard Southwell**
 Ninian Bickerton **John Miles**

In Attendance **Richard Turner (District Councillor)** **Roger Hickford (County Councillor)**
 Bernard Yallop (Parish Clerk)

The meeting began at 7:45 pm.

1. Apologies for Absence Rachel Paintin and Andrew Fraser sent their apologies.

2. District and County Council Items of Interest

2.1 District Council

Richard Turner reported on a number of issues concerning planning, traveller sites, boundary review, local plan and A1307.

There is now an appointment system for the duty planning officer for help with general planning queries. People contacting the council either by phone or in person will be offered a 15 minute appointment. The service is available on a daily basis. However queries on specific applications should be directed to the case officer.

The blue and green bin collection will be as last year with these two being collected every other week between December and February. The black bin collection will also be every other week, avoiding a three week wait for black bins over the Christmas period.

Richard answered questions on S106 agreements.

2.2 County Council

Roger Hickford said the budget process was in full swing. The County Council has to save £40 million this year a further £60 million over the remainder. It will affect people and places. Whatever is decided it will hurt.

There was a discussion on a recent meeting concerning the A1307. The next City Deal public meeting will be held at 2 pm in the Guild Hall on 11 December.

3. Approve Minutes of Parish Council Meeting on Monday 14 September 2015

The minutes of the meeting held on Monday 14 September were approved and signed.

4. Matters Arising

4.1 Description of Minutes Secretary Job

The job of clerk is made up of basically two separate jobs, Minutes Secretary and Responsible Financial Officer. The clerk has been working on writing the job description for a minutes secretary.

4.2 Statutory Sick Pay (SSP) The clerk booked a place on an online Webinar run by HMRC to learn about SSP. It turns out that it is zero for a part-time clerk earning less than £88 per week.

4.3 Holiday Pay Provided the clerk works on fixed parts of days of the week; it is a simple pro rata calculation.

4.4 Licence for Pedestrian Access to Burial Ground Canon Maggie Guite has renewed the licence for pedestrian access to the burial ground on the due date (1 January 2016) for another five years.

4.5 Kings Stone In hand.

4.6 Burial Ground Lay-By In hand.

5. Planning

5.1 Parish Council

S/2538/15/FL Erection of single storey rear extension and conversion/extension of existing cart lodge to garage/workshop at Cardinals Farm, Cardinals Green for Bruce is in hand.

6. Finance

6.1 Lloyds Mandates

In hand.

6.2 Receipts

Date	Drawee	Amount	Remarks
01/09/15	Scottish Widows	£14.03	Interest
Total		£14.03	

6.3 *Payments* The following payments have been made since the last meeting:

Date	Ch No.	Payee	Amount	Remarks
16/09/15	628	PKF Littlejohn	£120.00	External Audit Fee
Total			£120.00	

The audit fee includes £20.00 for VAT, which has to be reclaimed.

6.4 *Refurbishing the Village Hall Toilet Area*

The parish council approved a grant of £1,000 to the Horseheath Village Community Association, to refurbish the toilet area in the Village Hall. This money will be taken from the recent Audley Way S106 Agreement as it is refurbishment not maintenance and it is required for outside events.

6.5 *Account Balances* On 28 September 2015 the balances of the accounts were:-

Petty Cash	£142
Treasurers Account	£11,268
S106 Agreement	£8,415
JJMF (Redeemed Government Stock)	£1,307
VSMF (Redeemed government Stock)	£3,886
Village Sign Maintenance Fund Account	£4,400
Burial Ground Access Fund Account #1	£1,140
Burial Ground Access Fund Account #2	£23,177
Total	£53,735

6.6 *Precept for 2016 to 2017*

The parish council discussed the precept for the next financial year. Looking at the budget account the meeting felt that the precept should remain the same. The clerk was asked to look into the figures of the budget account in more detail to check the forecast for the end of this financial year and the next financial year before a final decision on the precept is made.

7. **Any Other Business**

7.1 *Bus Shelter on A1307* Highways has taken some action on the repairs to the bus shelter adjacent to the allotment site at Alington Terrace. The clerk was asked to report it again.

7.2 *Footpath between Alington Terrace and Montfort Arms* What should be a wide asphalt footpath ideal for pedestrians has disappeared under grass and weeds. The grass turves need to be scrapped back and the footpath properly restored. The clerk was asked to report the fault to Highways.

7.3 *Bulb Order* This will now be delayed until the Spring.

7.4 *Lorry Parking Problems on A1307* Haverhill has closed its Lorry Park's forcing lorries to use our lay-bys, which had no toilet facilities, for parking. The parish council felt that we should close ours as well.

8. Date of Next Meeting The next meeting will be on Monday, 11 January 2016 starting at 7:45 pm.

The meeting ended at 9:45 pm.