## Horseheath Parish Council

Minutes

**For Annual Meeting Held On Monday 8th May 2017 at 7.45pm in Horseheath Village Hall**

Present: Stuart Miller (Chairman), Rachel Paintin, Nin Bickerton and John Howard

In attendance: Richard Turner (District Councillor), Andrew Fraser (District Councillor) Melanie Laing (Parish Clerk), 1 Parishioner

The meeting started at 7.45pm

1. **Apologises for absence**

Apologies sent by John Miles and Richard Southwell

1. **Re-election of Chairman**

It was proposed by Nin Bickerton and seconded by Rachel Paintin that Stuart Miller be re-elected as Chairman

**Re-election of Vice Chair**

No one came forward

1. **Declaration of acceptance**

Stuart Miller signed the declaration

1. **Minutes of meeting on Monday 20th Mar 2017** were proposed by Nin Bickerton, seconded by John Howard. The minutes were signed
2. **To make any declarations of interest**

None

1. **Dave Roberts to speak about proposed Rock Festival**

It will be a classic rock event held on 3rd, 4th, 5th & 6th Aug 2017. There will be 3 stages – main tribute, younger bands and comedy acts. Stages will be housed in marquees. Sound pollution has been looked at and the main stage will face towards Dene Rd. Sound monitoring equipment will be used throughout the event along with a spectrum analyser to identify and adjust frequency. Proposed entrance will be on Dene Rd. The event will start each day at 11am and finish at 11pm

Contact numbers in the event of problems are

David Roberts 07748 117938 / Julia 07748 117936

1. Parishioner question time

None

1. **District and County Councils items of interest**

Community Chest – this opened on 1/4/17. Maximum grant is £1000 per application and each Parish can have 3 applications.

Local Liaison Forum (LLF) workshop for A1307 – will ask attendees to look at 4 options and comment on them, bus priority route, park & ride, cycle routes and safe walking routes. A report has been commissioned by Haverhill Commerce looking at consultations involving future housing developments and expansion of the town and how this will increase traffic and road use on the A1307. This report is due in June and will be considered by LLF and an overall report will be published in September

1. **Notification of matters arising since last meeting**

9.1 Councillors agreed donation amount to The Venture of £180 to cover printing of 3 issues over 6 months. Proposed by Stuart Millar and seconded by Rachel Paintin. All Councillors agreed

9.2 Parish Councils ability to object to planning applications. It was discussed with Andrew Fraser that while the Local Plan is awaiting to be finalised all new housing is being considered towards South Cambs District Council housing supply quota

9.3 Councillors agreed to maintenance being carried out on HH noticeboard. Proposed by John Howard, seconded by Rachel Paintin. All agreed

**10) Notification of matters in hand**

10.1 Kings stone update - None

10.2 Bulb planting. Proposed date for planting is 23rd / 24th September. Rachel to contact Pauline Newman and Pat Smith and invite the Brownies to help. Clerk to confirm areas for planting. Rachel to take pictures of areas to identify position of current daffodils. Rachel to re cost bulb requirements. An advert was suggested to be placed in the Venture for community involvement

10.3 Traffic survey of Cardinals Green update - none

10.4 Markings for Bus Stop opposite Cricket Green update - none

10.5 SpeedWatch update. Clerk has drawn up and printed flyers. Clerk to get flyers to Nin Bickerton by Friday and he will circulate around parish

10.6 Speed Indicator Devices (SID). John Howard to take lead on this project. John to identify possible post sites to mount SID unit and read through MOU

10.7 Audley Way play area update. Nin Bickerton has spoken to residents and they are keen on new goal posts. Rough costings are 2 x wooden goals around £499 or steel ones around £600 plus fitting. Nin to apply for a Community Chest Grant

10.8 Mapping burial ground and ongoing review of Clerks report. Two memorials have been agreed to be sited on A12 and B2. B2 needs marking before memorial is sited. All Councillors agreed to Rachel Paintin marking out new position

**11) Maintenance**

Clerk contacted Nicola Burden for an update – None

11.1 Road drainage – Alington Terrace. Fault number 264723

11.2 Trees along Dene Rd/A1307 junction – waiting update

11.3 Footway – Alington Tr to bus shelter and cycle rack – waiting update

11.4 White lines need repainting on village sign junctions and sharp bends through parish – waiting update

11.5 Damaged road area / pot hole opp Sassex House. Fault number 264721

11.6 Poor reflective ability of bollards on A1307 / Haverhill Rd junction. Fault number 266722

11.7 Overgrown land near allotments at Alington Tr – waiting update

11.8 Damaged road surface West Wickham Rd/Linton Rd/Haverhill Rd junction. 264720

11.9 Damaged directional sign Howards Lane /A1307. Fault number 266723

11.10 Damaged road surface A1307/Linton Rd junction. Fault number 266724

11.11 Missing 30mph sign at village entrance from West Wickham

**12) Burial Ground**

12.1 Update on layby

Layby has now been created. Diocese have agreed to re site layby pathway to create new access to burial ground. Cost of layby is around £5000. Stuart Miller has received one quote so far for laying a pavement and removing a tree. All agreed for Rachel Paintin to cost up mapping the burial ground

**13) Planning**

**13.1 To be discussed by Parish Council** – None

**13.2 Status of planning applications at District Council**

|  |  |  |  |
| --- | --- | --- | --- |
| Reference | Proposal | Addressee | Decision |
| S/0312/16 | Retention of use of barn and storage buildings | Cottage Nursery, Howards Ln | Still out for consultation |
| S/1075/16 | Wooden lodge used as annexe | Thistledown, Howards Ln | Appeal lodged Decision waiting |
| S/0180/17 | Rebuild 1 ½ storey dwelling | 2 Limberhurst Court, Haverhill Rd | Approved 27/3/17 |
| S/0602/17 | Lawful Development Certificate | Bridge House, West Wickham Rd | Approved  10/04/17 |
| S/0612/17 | 2 storey extension to side of property to form granny annexe | 2 Springfield Cottages, West Wickham Rd | Amendment approved  27/04/17 |
| S/0646/17 | Outline planning permission for 9 residential dwellings with new access | Land adjacent to Old Police House, Linton Rd | Withdrawn  21/04/17 |
| S/0924/17 | Lawful Development Certificate | Rumwood, Cardinals Green | In hand |

**14) Finance**

14.1 Receipts

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Date | Method | Description | Payee | Amount |
| 21/04/17 | Transfer | Precept | South Cambs Council | £5100.00 |

14.2 Payments since last meeting

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Date | Method | Description | Payee | Amount |
| 3/04/17 | D/D | Allotment lease | South Cambs District Cll | £60.00 |
| 19/04/17 | Online | Bus stop cleaning x 2 | Kleen | £35.00 |
| 19/04/17 | Online | APM advert | The Venture | £10.00 |
| 19/04/17 | Online | Allotment lease | South Cambs District Cll | £60.00 |
| 19/04/17 | Online | Clerk wages Mar | Melanie Laing | £145.92 |

14.3 Proposed payments

|  |  |  |  |
| --- | --- | --- | --- |
| Date | Description | Payee | Amount |
| 08/05/17 | Village Hall rent for PC meetings 5/16-03/17 | Horseheath Village Community Association | £140.00 |
| 08/05/17 | Village Hall rent for APM 04/16 | Horseheath Village Community Association | £40.00 |
| 08/05/17 | Warden Scheme | Age UK Cambs & Peterborough | £300.00 |
| 08/05/17 | Membership | CAPALC | £200.60 |
| 08/05/17 | PC Insurance 06/17 | Aon UK | £795.04 |
| 08/05/17 | Clerk wages | Melanie Laing | £145.92 |

Payments proposed by Stuart Miller, seconded by Nin Bickerton

14.4 Account Balances as of 03/05/17

Treasurers account £14,183

S106 Agreement £1,696

Jim Johnson Memorial Fund £1,307

Village Sign Maintenance Fund £8,304

Burial Ground Fund £25,466

14.5 All Councillors agreed to Unity Terms and Conditions to add John Howard to banking mandate and remove Denise Lindsell. Form was completed and signed

**15) Clerks items**

15.1 Annual Return

Annual Return isn’t complete. Clerk to ask Bernard Yallop for help. Extra meeting to be called to agree and sign form at a later date

15.2 The National Joint Council for Local Government Services (NJC) agreed pay increase for Clerks

from 1st Apr 17. SCP 17 new rate £9.237 All Councillors agreed Clerk wage increase to new rate of £10 / SCP 20 in line with other Parishes. Proposed by Stuart Miller, seconded by John Howard

**16) Any other business**

Village Website – This has now been running for 5 years. All agreed John Miles has done a great job maintaining the website. Is it still being used, how many hits it’s receiving? Rachel Paintin offered Steven Wain’s help if useful

Footpath – Howards Lane has metal barriers on either side preventing horses from crossing A1307. Only access is down a steep slope which is dangerous for pedestrians. Clerk to find out status of this footpath

**Items for next agenda**

Social Media

Co opting new councillor

S137 policy needed

Village Survey

**17). Date of Next Meeting**

Annual Parish Meeting 12th May

Parish Council Meeting 10th July

**Meeting finished at 9.45pm**

**Melanie Laing**

Dates of Parish Council meetings in 2017/18 are: 10 Jul, 11 Sept, 13 Nov, 8 Jan ‘18, 12 Mar ‘18