**20LHPC01b Little Horkesley Parish Council**

 **meeting held in the Village Hall on Wednesday 15 January**

**Present:** Maria Oats (Chair)

 Chris Exley

 Chris Jacobs

 Hannah Taylor

 Susie Goldring

 Jo Petersen (Clerk)

With Roger Drury.

**Apologies** were received from Cllr Nigel Chapman (CBC Rural North).

Maria Oats declared a Non-pecuniary Interest relation to Item 4 c.

Chris Jacobs declared a pecuniary interest in relation to item 4 c.

**1. Minutes**

The Minutes of the meeting held on 18 December were agreed as an accurate record.

**2. Affordable Housing**

Hastoe HA had not been able to contact the Landowner of one of the shortlisted sites – if no contact had been made by the end of January one further attempt would be made.

**3. Emergency Assistance Plan**

The final version of the Plan was agreed subject to:

* The inclusion of mobile phone nos. of all members of the Council + Clerk;
* A final review of the list of vulnerable persons.
* It was agreed that the map was adequate and did not need to be amended.

It would then be forwarded to CBC to form part of the overall Borough Emergency Assistance Plan and information of the existence of the Plan should be put up on the website.

It was agreed that the Plan should be reviewed annually and updated with effect from June 2021.

**4. Clerk’s Report**

a. Playing Field

Roger Drury reported on action taken subsequent to decisions made at the December meeting:

* CBC had confirmed as the equipment provided in 1995 was effectively a grant to the Parish they had no interest or claim to it.
* Danny Thurlow had been instructed to remove the central core of the playground equipment – this would be done by 31 January. The agreed cost would be £900 incl VAT.
* Stuart Mosely was asked to bridge the gap between the bench and fence and quote for refurbishment of the playing field bench – subsequently he has advised that the legs on the bench in the playground are rotten and the most effective action would be to remove it and just refurbish the seating bench.
* The attached article on the reduction of the play equipment would appear in the February Parish Magazine.
* The attached Asset Register had been proposed **– see Item 6b.**

The Insurance Company and RoPSA would be informed of the reduction in the assets held by the Parish if agreed at this meeting.

Once the equipment has been removed there may be a need for additional bark in the play area – RoSPA had commented previously on the depth of bark surrounding the swings.

b. Little Horkesley PC Website

It was agreed that the clerk will circulate the temporary web address to all councillors for a final review.

* The inclusion of photographs of councillor for profiles was agreed;
* Photos to be emailed to the clerk;
* “Playing Field” section will be amended to reflect proposed changes re climbing equipment;
* The date to “go live” will be agreed at the next meeting.

The retention of documents was discussed and it was agreed that the clerk would investigate the legal requirements for keeping historical minutes, agendas and financial reports on the website.

Thereafter, records would be stored in the County Records Office.

c. Roads and Verges

The council discussed the appalling state of the roads and verges in the Village after recent heavy rain and the devastation caused by the sugar beet lorries. It was agreed after the Council’s experience with Rix Farms and the British Sugar Corporation there was little action that could be taken.

Colin and Phillip Brown were thanked for their efforts to remove tree debris from the south of the Village.

After work done by Anglian Water pumping out the village pond, further work to provide a longer-term solution could not proceed because it would involve excavation of a standing crop. However, a plan to run a land drain from the south of School Road to the ditch at the bottom of the field linking into a water route via the Hall had been proposed by the Village Hall trustees and agreed to by the Landowner if done after the 2020 harvest.

The cost of this work would be an estimated £2,400.

Although flooding/drainage is not a responsibility of a Parish Council the Clerk should approach Cllr Anne Brown (ECC Constable) to ask her to liaise with the Village Hall trustees to see if there is any available funding.

The flooding on Vinesse Road at Kings Farm had been reported to ECC but no action appears to have been taken.

e.75 Anniversary of VE Day

It was agreed that it would probably be sensible to integrate celebrations of VE Day with the Village Hall Spring Fair as the theme for the Spring Fair was the history of the village.

The clerk to investigate with Julia Orme and report at the next meeting.

f. Footpaths

The diversions of Footpaths 4 and 7, which have previously been discussed, were noted.

It was felt that the increasing habit of Landowners to divert cross field footpaths for the convenience of agriculture was damaging the pleasure for the members of the public and ignoring the historic and culture importance of these routes.

It was agreed this view should be represented to the EEC Footpath Officer , Jason Batelho.

**5. Planning**

There were no planning issues to discuss.

**6. Finance**

Roger Drury reported on financial matters:

a. 2020/21 Precept

The attached Precept request had been forwarded to CBC showing an increase in the Village Rate to £45.32 (+16.33%).

This was regarded as defendable given the additional costs to be incurred in 2020/21.

b. Asset Register

The Asset Register in which the remaining playground equipment had been valued at replacement value was agreed and would be the basis for future insurance policies.

This decision would be recorded in the Cash Book for audit purposes.

c. Outturn for third quarter to 31 December

The predicted outturn for the year at £5,140.31 was regarded as satisfactory although it was recognised that the removal of the playground equipment would result in an additional £900 charge.

d. Invoice Approval

The following expenditure was approved:

* Little Horkesley PCC £100 – donation to Parish Magazine;
* Jake Jacobs £100 – Playground Inspections;
* Jo Petersen £169.35 – Clerk’s monthly payment;
* J R Drury £72.99 – Computer Ink supplies.

**7. Correspondence**

No correspondence has been received over the Christmas/New Year period.

**8. Items for the Next Agenda**

The following items were raised:

* Insurance issue in general;
* Parish Council policies;
* Responsibilities of individual Councillors.

 **……………………………………………………………………………….. ( Maria Oats – Chair)**

 **……………………………………………………………………………….. (Date)**

**The next Parish Council Meeting will be held on Wednesday 19 February 2020**