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|  | **Minutes of the Parish Council meeting held on Wednesday 27th November 19 at Horningsea Village Hall** | **Action** |
|  | **Present**: Cllrs Robert Balm, Keith Long, Tessa Pleasants, William Neale  District Cllr Claire Daunton, Graham Cone  County councilor Anna Bradnam  Hayley Livermore Clerk  Julie Hadredjini PCSO  1 member of the public |  |
|  | **Open Forum:**  A member of the public asked re bus services in the village. Cllr Bradnam confirmed that these will continue running beyond March 2020.  PCSO Julie Hadredjini attended as there have been a number of crimes in the village since the summer. Julie showed a number of devices such as alarms to the PC and should anybody want these Julie is able to provide them at a small cost. There is also the bobby scheme for vulnerable victims of society who will attend houses and fit safety devices such as door chains for a small fee. Julie will contact Ellen Muirhead who is the Countryside Watch contact who will arrange a visit to the farms affected by theft and advise them the best way to protect property. Julie plans to do surgeries in the villages she serves and will notify the clerk of dates and times so that these can be publicized. |  |
| 57/19-20 | **Apologies for absence**  Michael Gingell, Emily Williams, Jessica Kitt |  |
| 58/19-20 | **Declarations of disclosable pecuniary & other interests**  **None** |  |
| 59/19-20 | **Approval of Minutes 25th September and 6th November 19**  Minutes were signed and approved by the chairman |  |
| 60/19-20 | **Matters arising from the minutes of 25th September**  None that are not included as an agenda item |  |
| 61/19-20 | **District Councillor reports**  Circulated before the meeting |  |
| 62/19-20 | **County Councillor reports**  Circulated before the meeting |  |
| 63/19-20 | **Planning application: Linco Cottage, High Street, Horningsea, Cambridge, CB25 9JG Ref: S/3909/19/FL**  Approved with the following comments:  Please be aware that property is on the High Street in an already congested area near the bus stop. There is no capacity for off street parking for workers so please manage this effectively  Please also ensure work is done during sociable hours as the property is very close to others.  Proposed by RB, seconded by TP |  |
| 64/19-20 | **Financial regulations update**  Financial regulations updated in line with NALC guidance. Adoption proposed by RB, seconded by TP and agreed unanimously |  |
| 65/19-20 | **LHI Feasibility**  Highways have notified the clerk that the cost of our proposed scheme will be £8800 rather than the £6000 thought when we applied to LHI. Our contribution of £3000 will remain the same but the total percentage of our contribution will reduce from 50% to 34%. All agreed. |  |
| 66/19-20 | **Risk assessment update**  Risk assessment document reviewed and updated. One change made regarding the provider of our payroll services as this has changed to Red Shoes payroll since the last review. |  |
| 67/19-20 | **Recent crime and security in Horningsea**  Discussed in Open forum |  |
| 68/19-20 | **Playground maintenance**  It has been noted that a number of items in the playground need attention, most notably the swings and the balance beam. Both clerk and chair of the PC have tried to make contact with the chair of the HRA but have not received a response. Cllr Pleasants to talk directly with the chair of the HRA regarding this. |  |
| 69/19-20 | **Grass cutting contract**  Cllr Neale has obtained 3 quotes- one from our current contractors CGM, Nature Landscapes and Kiddle Ground maintenance. Nature Landscapes not considered as cost is significantly higher. Marginal difference between Kiddle and our current contractors CGM and as we have not been happy with the service from CGM it was decided to employ the services of Kiddle Ground maintenance as of March 2020. This will be a 3 year contract with a ‘poor performance’ get out clause after a year. |  |
| 70/19-20 | **Finance**   1. Payments have been made since last meeting   None   1. The following payments were approved and signed by Cllr Balm and Cllr Pleasants   1. CGM-729.60-802  2. Hayley Livermore-£75.22-797  3. Norris and Fisher-£488.73-801  4. Royal British Legion-£30.00-796   1. Bank reconciliation and budget update-As of 28/10/19 there was £35080 across the 2 accounts. Of this £7500 is ringfenced for asset purchase only.   Spending is in line with budget. |  |
| 71/19-20 | **Correspondence received**  All covered in agenda |  |
| 72/19-20 | **To accept matters for the next agenda**  Budget and precept |  |
|  | **The meeting closed at 21:25** |  |