

# Horningsea Parish Council

	<p><b>Minutes of the Parish Council meeting held on Wednesday 27<sup>th</sup> November 2024 at 7.30pm at Horningsea Village Hall</b></p>
	<p><b>Present:</b></p> <p>William Neale (WN)  Chris Coldron (CC)  Catherine Morris (CM)  Emily Williams (EW)  Tessa Pleasants (TP)  Anna Bradnam (AB)  Graham Cone (GC)</p> <p>4 members of the public</p>
59/24-25	<p><b>Open Forum:</b> None</p>
60/-24-25	<p><b>Apologies for absence</b> Hayley Livermore</p>
61/-24-25	<p><b>Declarations of interest</b> None</p>
62/-24-25	<p><b>To approve minutes of the meeting on 09<sup>th</sup> October 2024</b></p> <p>The minutes of the meeting held on 9<sup>th</sup> October 2024 were reviewed, approved, and signed by the Chair.</p> <p><b>Action Points from the Previous Meeting</b></p> <ol style="list-style-type: none"> <li>1. <b>Missing Footpath Signage in fields near Biggin Abbey/the A14</b> It was agreed that AB would follow up once more with the Footpath Team regarding the installation of missing signage to provide better footpath directions in the fields near Biggin Abbey.</li> <li>2. <b>Field Conditions</b> A discussion was held regarding the legal requirement for footpaths in cultivated fields to be reinstated within two weeks post-cultivation. The Parish Council will inspect the current condition of the field to ensure compliance.</li> </ol>
63/-24-25	<p><b>District and county councillors report</b></p> <p>Circulated before the meeting.</p> <ol style="list-style-type: none"> <li>1. <b>LHI Grant Applications</b> Recognition was given for the success of recent Local Highways Improvement (LHI) grant applications. Councillors advised reapplying for any bids that were previously unsuccessful.</li> <li>2. <b>Local Infrastructure Projects</b> Updates were provided on key infrastructure developments,</li> </ol>

# Horningsea Parish Council

	<p>including the new railway station at Waterbeach and ongoing road resurfacing projects. Concerns were raised about how the Waterbeach New Town developer has managed to shift costs for the railway station to the Greater Cambridge Partnership (GCP) and taxpayers, despite originally committing to cover these costs during the planning process. AB clarified that this arrangement was a loan, to be repaid by the developer (RLW – St John’s College, Royal London, and Turnstone Estates).</p> <ol style="list-style-type: none"> <li>3. <b>Tiger Pass Scheme</b> A high uptake was reported for the Tiger Pass scheme, which offers discounted bus passes for young people.</li> <li>4. <b>Potholes and Road Resurfacing</b> Progress continues on pothole repairs and the resurfacing of the A10.</li> <li>5. <b>Jesus Green and Baits Bite Lock Stabilisation Works</b> Stabilisation works at Jesus Green and Baits Bite Lock are ongoing. The Cam Conservators are scheduled to meet on 28th November, with an update expected shortly thereafter.</li> <li>6. <b>Cambridgeshire Taxi Compliance</b> Checks on Cambridgeshire taxi drivers and vehicles are ongoing due to a high rate of non-compliance in the sector.</li> <li>7. <b>River Licence Fees</b> Discussions on river licence fees are ongoing. AB confirmed that the fees have not yet been finalised, but consideration will be given to the reduced river access in recent months.</li> <li>8. <b>Oil Spill Incident</b> The recent oil spill on the river was discussed. It was confirmed that the spill originated from a hydraulic failure on <i>Berty</i>, a vessel moored above Baits Bite Lock, following substandard repair work by a contractor. Fortunately, the hydraulic fluid was biodegradable and dissipated within a few days.</li> </ol>
64/-24-25	<p><b>Proposal: Erection of a replacement outbuilding to form a garden room to the rear and the installation of an external bike store to the front.</b>  <b>Site address: Old Tiles Clayhithe Road Horningsea</b>  <b>Reference: 24/04212/HFUL</b></p> <p>The Parish Councillors noted no objection or comments on this application. Proposed by WN, seconded by TP.</p>
65/-24-25	<p><b>Website and email addresses</b></p> <p>The transition to a gov.uk domain for the website and email addresses was discussed, as this issue continues to be flagged in the Parish Council audit. It was agreed to separate the Village and Parish Council websites while ensuring that clear and accessible links are provided between the two sites to maintain cohesion.</p> <p>WN will review the existing quotes and obtain one more before a final</p>

# Horningsea Parish Council

	decision is made regarding the preferred provider.
66/-24-25	<p><b>6 free trees</b></p> <p>It was noted that the new round of the “6 Free Trees” scheme is now open for applications. However, concerns were raised about the limited available space for planting new trees.</p> <p>The possibility of planting them in the bottom meadow field was discussed, though this would require selecting appropriate species suitable for the location.</p> <p>It was ultimately agreed to proceed with the application, with the trees designated to fill gaps in the hedgerow at the burial ground caused by previous losses.</p>
67/-24-25	<p><b>Grants and Funding Opportunities</b></p> <p>It was noted that several live and forthcoming grant opportunities are available. The Parish Council has flagged these to the Village Hall Trust and the Community Interest Company (CIC) with the aim of collaborating on applications. CC will liaise with the Village Hall Trust to progress this.</p> <p>The feasibility of installing solar panels on the Jubilee Gardens toilet block was discussed, and it was agreed to explore this further.</p> <p>The Warm Homes Grant will be reviewed in collaboration with the Parish Charities to identify any residents who may benefit. WN will follow up on this.</p> <p>GC highlighted the <i>Grant Grabber</i> website, which helps match funding goals to relevant grant opportunities.</p>
68/-24-25	<p><b>Verge Maintenance Survey</b></p> <p>The ongoing verge maintenance survey was discussed, including the possibility of the Parish Council taking on the management of some Highway verges. It was noted that Highways is unlikely to offer full pound-for-pound reimbursement. Unless such assurance is provided, the Parish Council agreed it would not pursue management of any verges at this time.</p>
69/-24-25	<p><b>Horningsea/ Fen Ditton/ Quy Parish Council collaboration</b></p> <p>A potential collaboration with neighbouring Parish Councils was discussed, with plans to arrange a meeting in the coming weeks. The exact date and time are yet to be confirmed. Once finalised, the details will be circulated to all Parish Council members.</p>

# Horningsea Parish Council

70/-24-25	<p><b>Strategic planning</b></p> <p>The importance of strategic planning was discussed to ensure clear direction for future actions.</p> <p>Initial draft plans will be uploaded to the data site for input from the Parish Council. In addition, the parish plan will be reviewed alongside this. It is also proposed to open the process to residents and stakeholders, seeking their wider views.</p>
71/-24-25	<p><b>Horningsea Gateway/GCP update</b></p> <p>There were no updates on the visible works taking place which are expected to be completed by week commencing 9th December.</p> <p>Concerns were raised regarding the ongoing works, with some stating that the current approach is not sympathetic to the conservation area and appears to be of low quality.</p>
72/-24-25	<p><b>Anglian Water sewage leak/River monitoring/Baits bite lock</b></p> <p>Anglian Water has confirmed that works will be carried out on the pump station at Dock Lane, with an expected completion date of December 2025. They have been asked to provide further details on the planned works.</p> <p>There was no additional update from The Rivers Trust regarding Horningsea's involvement in water quality monitoring. WN will follow up on this.</p> <p>Baits Bite Lock was discussed earlier as part of the District/County reports.</p>
73/-24-25	<p><b>LHI Bids</b></p> <p>It was confirmed that the two successful LHI bids are set to deliver a new Mobile Vehicle Activated Sign (MVAS) by early 2025. Ongoing discussions are taking place to obtain approval for additional lampposts in the village to support the mounting of these MVAS units.</p> <p>Additionally, it was suggested that the store cupboard next to the toilet block in Jubilee Gardens be utilised as a central charging point for the MVAS units' batteries.</p> <p>The redesign work for the village's northern entrance has commenced with the Highways design team indicating a timeline of up to 18 months to complete the design. A draft is expected for review during this process. It has been requested that the design incorporate speed calming measures on Clayhithe Road as well as on the stretch from the village gates to the new 20mph zone.</p> <p>The unsuccessful 20mph application was discussed. It was confirmed that the application would automatically be resubmitted with the Parish Council</p>

# Horningsea Parish Council

	<p>revisiting and updating the application as necessary.</p> <p>The new round of LHI bids is now live with a closing date of 10th January. The potential for a new application was discussed and it was agreed to explore the possibility of submitting an application for a raised crossing by the existing bollards outside Gingells Cottages.</p>
74/-24-25	<p><b>Electrical work bus stop</b></p> <p>We are still awaiting cost estimates for the electrical work at the bus stop and require further quotations. This item will be included in the next meeting agenda.</p>
75/-24-25	<p><b>Jubilee Garden proposed work</b></p> <p>Cost estimates for the proposed work at Jubilee Gardens are still pending and further quotations are required. This item will be included in the next meeting agenda.</p>
76/-24-25	<p><b>Finance</b></p> <p>No financial information was available at the time of the meeting so this will be deferred to the next meeting.</p>
77/-24-25	<p><b>To consider passing a resolution, in accordance with section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, to exclude the press and public due to the confidential nature of the remainder of the business to be transacted.</b></p> <p>It was agreed that the meeting would remain open and the discussion would be held publicly.</p>
78/-24-25	<p><b>Confidential Item</b></p> <p>There were no further updates regarding the issue of encroachment on the village green. The Parish Council is seeking additional legal advice on this matter.</p> <p>The potential misestimation of the culvert was discussed. Ongoing conversations with the Council's ditch team are in progress and contact will also be made with the contractor who installed the culvert.</p>
	<p><b>Next meeting: 22<sup>nd</sup> January 2025</b></p> <p>The meeting closed at 21.02</p>