

**Minutes of the Holme Hale Parish Council Meeting
Held at The Pavilion, Holme Hale
on Monday 2nd September 2019**

PRESENT:

Councillors Dr A. Scarlett Vice Chair, W. McNeil, J. Pearson, N. McBrien, A. Lyndsay District Councillor N. Wilkin and Mrs P. Angus Clerk to the Council. There were 2 members of the public

1. APOLOGIES OF ABSENCE

Cllr S. Broke

2. TO RECEIVE DECLARATIONS OF INTEREST AND REQUEST FOR DISPENSATIONS

None

3. ACCEPT AND SIGN THE MINUTES

The minutes of the Ordinary Parish Council meeting held on the 1st July 2019 were accepted as a true and accurate record of that meeting. This was proposed by Cllr W. McNeil and seconded by Cllr J. Pearson and all agreed. The Vice Chairman Cllr A. Scarlett signed the minutes.

4. MATTERS ARISING NOT COVERED ELSEWHERE ON THE AGENDA

None

5. REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

District Councillor N. Wilkin said that he had nothing to report regarding Holme Hale. He pointed out that there had been a fear that Breckland were going to start charging for their carpark in the centre of Swaffham as time limits had been enforced for use of the carpark, this was enforced to help with accessibility to the surrounding shops and he confirmed that Breckland were not going to charge for any of their carparks. Cllr Scarlett asked Cllr Wilkin if he had investigated the delivery of coal to the old Carrot Wash Site and Cllr Wilkin said he had and that it had been a minor delivery, Cllr Pearson said that a resident had witnessed a large articulated truck delivering coal to this site and it caused a significant amount of dust in the area. Cllr Wilkin asked that when this happens again to contact him and he will get the Planning Enforcement Officer involved.

6. PUBLIC PARTICIPATION

None

7. MATTERS ARISING

7.1 OUTSTANDING HIGHWAY MATTERS

Cllr Lyndsay pointed out that the road markings at the junction of Browns Lane and Station Road had not been renewed following the resurfacing of the road, Cllr McBrien said he had queried this with Highways team and they had confirmed that they will be renewed but not until a certain amount of time has passed following the resurfacing.

Church Road – adjacent to the Village Green – there are 2 pot holes

Church Lane – between numbers 4 and 7 – 2 pot holes

Following a discussion, it was agreed that the Clerk would contact Highways regarding the recent Rangers visit as the speed signs have not been cleaned and the reflector posts on Station Road are still leaning over and need to be straightened.

7.2 PERMISSIVE FOOTPATHS AND BRIDLEWAYS

Following a subcommittee meeting held in August, Cllr Scarlett had a further meeting with Broke Brothers Farms and a proposal had been put forward with details on what the Parish Council were prepared to contribute to the maintenance of the footpaths and this is currently being considered by Broke Brothers. It is hoped that an agreement is reached before the dead line which is the end of September and Cllr Scarlett said that he will report back as soon as he has received any news on the situation.

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7.3 RISK ASSESSMENT AND HEALTH AND SAFETY POLICY 2019

Cllr Lyndsay and the Clerk carried out a risk assessment on the Councils assets in August and the following points were raised.

Grit bins – there was 6 on the original asset list and there are now only 4, Cllr Scarlett said that in 2014 6 old wooden grit bins were replaced with 4 plastic bins. It was noticed that these plastic bins are swelling at the front with the weight of the grit inside them, the lid of the bin at the junction of Station Road and Browns Road had become loose due to the hinge rod which is broken and the ends are missing.

Extra Village Sign on poles at the junction of Station Road and Browns Road needs to be removed as this has been replaced by the new sign on a brick plinth.

Dog bin in Red Lion Close – lid is missing.

Litter bin St Andrews Close – lid is missing and this is also being used as a dog waste bin. *(The Clerk will put a notice in the Moonraker asking dog owners to only use the designated dog bins for their waste and not the litter bins)*

Bench on the Village Green – 2 screws are missing.

Following a discussion it was agreed that the Risk Assessment would not be signed off at this meeting and that Cllr Scarlett and Cllr Pearson would attempt to carry out the various repairs before the next meeting, it was also agreed that an extra column would be added on the risk assessment form so that it could be noted when the various repairs have been carried out.

Health and Safety Policy Statement – this had been circulated to the Councillors prior to the meeting and this was signed off by Cllr A. Scarlett.

7.4 STANDING ORDERS – review and agree updated Standing Orders (last reviewed in 2015)

Standing Orders need to be reviewed and agreed every four years. The Clerk had circulated the new Standing Orders to the Councillors prior to the meeting and it was agreed to accept these, this was proposed by Cllr McBrien, seconded by Cllr Pearson and all agreed.

8. FINANCE

8.1 To consider the bank reconciliation statement for September 2019

The bank reconciliation was agreed see item 8.2 for detailed accounts.

8.2 To approve payment for cheques for the Clerks salary and invoices received by the Council

The following payments were authorised on Monday 2nd September 2019, this was proposed by Cllr Pearson and seconded by Cllr McBrien and all agreed. The cheques were signed by Mrs P. Angus and Cllr S. Scarlett

Balance Current Account for July 2019 £10,638.55

Plus the following receipts

Total Income £0.00

Grand Total before cheque payments £10,638.55

Cheques	Description	Total
889	Breckland Council Uncontested election fee	£75.00
890	Norfolk Parish Training and Support (Training Cllr Lyndsay)	£48.00
891	Mrs P Angus - Salary and mileage	£496.30
892	HMRC	£51.80
Total Cheques paid		£671.10
Balance in Current Account for September 2019		£9,967.45
Balance in Savings Account (includes interest paid in June to July)		£4,798.26

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8.3 Change of Bank signatory– Progress

The forms were delivered by hand on the 22nd July by Cllrs McBrien and McNeil and they were checked by the bank staff and sent off to their head office, however there is still no news on this. The Clerk will chase this up with the bank again.

9. CORRESPONDENCE – Review of recent correspondence that has not been circulated

None outstanding.

10. PLANNING APPLICATIONS – To review and comment on the following applications

Vattenfall – Necton

Cllr Pearson said he had registered as an interested party with the planning inspectorate for the Boreas development, his concern is their lack of addressing the mandatory items of EN1 and EN5 which are the planning inspectorates equivalent of the Horlock rules for the visual impact mitigation of the development, Vattenfall are looking to address this after consent has been given when they are required to address this prior to consent. There has been another development that the Boreas application which was previously going to be separate but reliant on Vanguard cable route has now submitted that if Vanguard fails then Boreas will take over the cabling route. Following a discussion regarding the visual impact of the building and that it will be more visually noticeable to Holme Hale rather than Necton the Parish Council requested to Cllr Wilkin that representatives from both Holme Hale and Necton Parish Councils are involved in the consultation regarding the screening of the building.

3PL/2019/0115/O Land at Ivy Farm Cook Road dated 1/2/19

Proposed residential development, decision by 29/3/19 – No Objections from the Council
Still undecided

3PL/2019/0329/O – Land west of Church Lane dated 22/3/19

Erection of 3 new self - build dwellings, Parish Council objected comments on the planning web site
Planning refused 2/8/19

3PL/2019/0730/HOU – Hunters Lodge Hale Road dated 19/6/19

Extend & link existing garage to dwelling to create living accommodation, no objections received from the Parish Council
Planning approved 6/8/19

3PL/2019/0589/D - Plots 1 and 2 Crossways Farm Cook Road dated 22/5/19

Reserved matters application for two dwellings following outline approval 3PL/2018/0187/O, no objections received from the Parish Council
Planning approved 11/7/19

3PL/2019/0735/F Hunters Lodge, Hale Road dated 15/7/19

New ménage area
Withdrawn 25/7/19

3PL/2019/0829/LB - 31 School Road dated 9/7/19

Alterations to outhouse
No objections from the Parish Council – however – concerned by the proposed treatment of the asbestos currently on site and hope this will be properly dealt with in any conditions that may be applied to the application.
Planning approved 20/8/19

3PL/2019/0966/F-Scants Corner Farm Browns Lane dated 5/8/19

Proposed All Weather Agricultural Style Building to Cover Existing Outdoor Dog Agility School Arena
Comments by the 10/9/19 decision by 30/9/19

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Following a discussion it was agreed that the Parish Council would submit the following comment
“Whilst the Parish Council have no specific objections, there is concern regarding the appearance of the building on the southern side and would request that some planting and some sort of screening is applied in this area that would help the building blend in with its surrounding area”

3PL/2019/0959/LB - Holme Hale Hall Bradenham Road Holme Hale dated 22/8/19

Retrospective permission to install flue for wood chip boiler

Comments by the 13/9/19 decision by 30/9/19

No objections from the council

To consider any other recent planning applications issued since the Agenda was posted

None

11. MEMBERS MATTERS – items for next agenda and to confirm date and time of next meeting

Items for next agenda -Village Gates and Notice Board keys

Next meeting will be on the 25th November 2019 at the usual time of 7.30pm

With nothing more to discuss the meeting closed at 9.11pm

Signed _____ Date _____