**PRESENT:**

**C**ouncillors S. Broke Chairman, Dr A. Scarlett Vice Chair, W. McNeil, J. Pearson, N. McBrien, A. Lyndsay and Mrs P. Angus Clerk to the Council. There were 5 members of the public

1. **APOLOGIES OF ABSENCE**

None received

**2.TO RECEIVE DECLARATIONS OF INTEREST AND REQUEST FOR DISPENSATIONS**

The Chairman declared an interest in 8.2 and residential development on Ivy Farm 3PL/2019/0115/O

**3.ACCEPT AND SIGN THE MINUTES**

The minutes of the Ordinary Parish Council meeting held on the 6th January 2020 were accepted by all as a true and accurate record of that meeting. The Chairman signed the minutes.

**4. ACCEPT AND SIGN THE MINUTES**

The minutes of the Extraordinary General Meeting were accepted by the 5 councillors that were present at that meeting as a true record. The Chairman signed the minutes.

**5. MATTERS ARISING NOT COVERED ELSEWHERE ON THE AGENDA**

None

**6. REPORTS FROM DISTRICT AND COUNTY COUNCILLORS**

Both not at meeting**.**

**7. PUBLIC PARTICIPATION**

None

**8. MATTERS ARISING**

**8.1 OUTSTANDING HIGHWAY MATTERS AND ANY OTHER MATTERS TO REPORT**

Village Gates/ Planters -Following a discussion it was agreed that gates would be more suitable than planters and the Clerk will look at grants that may be available towards the cost.

Flooding Cook Road/St Andrews Close –- Response from Highways as follows “the system here needs upgrading and has been briefed for a drainage scheme by the Highway Engineer. This will be assessed against other drainage issues within the sector and south area and prioritised accordingly. At this time, we are unable to say when this will be in the capital programme”. It was agreed that this response is not acceptable and the Clerk would write to Highways to express that action is required now. The Clerk will also send letters to residents in Cook Road and St Andrews Close asking that they also go direct to NCC Highways to complain about this problem either by post or on the NCC Highways website.

Western edge Cooks Road – Subsidence – Highways to re-inspect as they could not find this when they came to Holme Hale. The Clerk will chase this up with Highways.

Church Lane – large pot hole – has been inspected and down for repair by 14th April – photo also sent to Highways to confirm the urgency of the repair.

Reflector Posts Station Road – The Clerk had sent Highways an email on the 19th December asking that the posts be placed back in their original place or add more to the bend and has since been informed that the Highway Inspector has looked at this and the current situation is adequate. They will monitor the situation.

The following are to be reported to Highways by the Clerk

Pot hole outside the entrance to Yaxley Meadow

Pot holes in Bradenham Road

Cllr Scarlett brought up the problems caused by the unnecessary complete closures of the roads in Holme Hale whilst work is carried out on the side of the roads and it was thought that traffic lights would be more acceptable than closing the roads completely, it was agreed that the Clerk would write a letter of complaint to Highways regarding the problems this has caused in the village.

Cllr McBrien said that he had a visit from the Planning Enforcement Officer regarding the destruction of the ancient hedge in Church Lane and he has signed a statement, the officer said they may or may not prosecute, if they do prosecute then the resident will be told to plant a new hedge.

**8.2 PERMISSIVE FOOTPATHS AND BRIDLEWAYS- to discuss any further progress**

Cllr Scarlett said that there is nothing to report on this at this time. Cllr McBrien attended a seminar which included a presentation on permissive paths and access which was interesting and used Bradenham as an example and basically Holme Hale Parish Council has followed all advice such as engaging with the landowner etc…

Whilst on the subject of public footpaths it was pointed out that at the eastern end of the footpath coming into Church Road is very muddy and following a discussion it was agreed that the Clerk ask TTSR if they could put some wood chippings on the area, Cllr McBrien said he was happy to meet with TTSR on site to show exactly where these would need to be placed**.**

**8.3 RISK ASSESMENT – update on outstanding items that need attention following assessment carried out by the Clerk and Councillor Lyndsay**

It was agreed that any work should be carried out when the weather has improved.

**8.4 SPEEDING SIGNS – to discuss any further thoughts regarding these signs**

It was agreed to put this on hold until gates are installed.

**8.5 VE DAY – to discuss plans**

Cllr Scarlett said that there are plans in place – there will be a party/picnic fete event from midday until 4pm.

**9. FINANCE**

**9.1 To consider the bank reconciliation statement for February/March**

All agreed – see item 9.2 for details.

**9.2 To approve payment for cheques for the Clerks salary and invoices received by the Council all agreed**

The following payments were agreed and authorised on Monday 9th March 2020 the cheques were signed by Cllrs Broke and Scarlett

**Balance Current Account for January 2020 £11,824.66**

**Plus, the following receipts**

**Total Income £0.00**

**Grand Total before cheque payments £11,824.66**

**Cheques Description Total**

901 Poppy Wreath (agreed at Jan meeting cheque raised 20/1/20) £17.00

902 Clerks salary and mileage £481.90

903 HMRC £51.80

**Total Cheques paid £550.70**

**Balance in Current Account for March 2020 £11,273.96**

**Balance in Savings Account (inc interest paid in Jan/Feb) £4,803.11**

**9.3 Donations – to agree donations for 2020**

The following donations were agreed

East Anglia Air Ambulance £50.00

HHPFT £450.00

St Andrews Church £600.00

Norfolk Citizens Advice £50.00

Swaffham & Litcham Hospice £50.00

**9.4 Appointment of Internal Auditor for 2019/2020 financial Year – to confirm and minute the appointment of the internal auditor for the current financial year.**

This has been booked for 8th April 2020.

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

None outstanding.

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

**Vattenfall – Necton**

Cllr Pearson was asked by the Necton Action Group to prove that the PINS request for a mock up in 3D of Oulton St by Cable Logistics site barns with convertor halls was possible. He has duly done this along with a video which was sent to the action group and circulated to the councillors prior to the meeting. The Chairman thanked him for his efforts.

**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 PC

Still undecided

**3PL/2020/0064/O Land East of 34 Station Road dated 4/2/20**

Erection of 3 dwelling houses – decision by 17/2/20 – Parish Council Objected to this application

Still undecided

**The following application was received after the agenda was issued.**

**3PL/2020/0175/HOU 20 Cook Road dated 2/3/20**

Demolition of existing sun room and construction of kitchen/dining room extension, bedroom/study extension, enlarged balcony and extension of existing garage for domestic use.

No objections received from the PC – There was one concern with the proposed Planning Application for the old Methodist Chapel that for such an iconic building of the village (built in the 1800’s) the proposed extension to the side would markedly alter the appearance of the building from the road, it no longer looking like a chapel.

Cllr Lyndsay had received a complaint from a resident regarding the size of entrance to the Carrot Wash which is larger than what was approved by planning. It was agreed that the resident be advised to speak to Breckland Planning department regarding this matter.

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

The next meeting will be the Annual Parish Meeting on 6th April at 7.30pm

With nothing more to discuss the meeting closed at 9.12 pm

**Signed\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**