**PRESENT:**

**C**ouncillors S. Broke Chairman, Dr A. Scarlett Vice Chair, W. McNeil, A. Lyndsay. N. McBrien and Mrs P. Angus Clerk to the Council. There were no members of the public

1. **APOLOGIES OF ABSENCE**

None

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

Chairman item 7.2

Cllr Scarlett 8.3 regarding The Church, Cllr McNeil 8.3 regarding HHPFT, Cllr McBrien 8.3 regarding Citizens Advice and planning application 3PL/2021/0237/HOU.

1. **ACCEPT AND SIGN THE MINUTES**

The minutes of the Ordinary Parish Council Meeting held remotely on the 4th January 2021 were accepted by all who were in attendance as a true record of that meeting. The minutes are available to view on the website and noticeboards.

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

Cllr Scarlett has now fitted the new lid on the dog bin in Red Lion Close.

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

Not at meeting

1. **PUBLIC PARTICIPATION**

None at meeting

1. **MATTERS ARISING**
   1. **OUTSTANDING HIGHWAY MATTER**

Potholes - Cook Road junction with Lower Road – repaired earlier in year and now needs doing again. Church Lane, Browns Lane- (pot holes and ruts) and Lower Road all reported in January and since been repaired

Station Road missing reflector posts - Highways have assessed that the defect does not currently meet their intervention criteria. They will continue to monitor as part of normal scheduled inspections.

School Road – Damage to road near manhole cover – reported 24/2/21

Browns Lane near Oak Lodge – Pothole and road collapse 24/2/21

Church lane and Browns Lane huge pothole 5 metres in on browns lane – reported after the meeting 2/3/21

Junction of lower road and Bradenham road by the lodge at Holme Hale– carriage way has completely crumbled reported after the meeting on 2/3/21

Grit bins – these are collapsing and are crumbling and following a discussion it was agreed that the Clerk contacts the Pickenham Clerk to ask who they purchased their bins from as they are a much better quality than Holme Hales.

* 1. **PERMISSIVE FOOTPATHS AND BRIDLEWAYS- to discuss any further progress**

Cllr Scarlett chaired the meeting at this point. A Subcommittee meeting was held on the 11th January 2021 and at that meeting a response to Broke Bros was agreed and a letter of offer has been prepared and sent to Broke Bros *(letter posted today 1st March)*

* 1. **NEIGHBOURHOOD PLAN –response from Necton regarding request for more information.**

Both the Chairman and the Clerk have not heard from Necton Parish Council regarding this matter

* 1. **COUNCILLOR VACANCIES – update on applicants**

No applicants so far

* 1. **CLERK VACANCY – update on applicants**

The Chairman has received two more applications for the vacancy and following a discussion it was agreed that interviews would be held remotely by Zoom and the Chairman and Cllr McNeil will carry out the interviews.

* 1. **GATEPOST – update on replacement**

Cllr McNeil said that this had still not been ordered and that she had now asked TTSR for a price to carry out this work.

* 1. **BUS SHELTER OUTSIDE ST ANDREWS CLOSE –update on refurbishment**

Two residents have kindly offered to refurbish and paint the two bus shelters in the village and Cllr Scarlett had circulated the details that he had received to the Parish Council with what they proposed to do, they had suggested that battleship grey with black edges would be a suitable colour for the shelters and following a discussion it was agreed to go ahead with this colour, it was also agreed that the glass needs replacing in the notice board on one of the bus shelters. The bus shelter in School Road backs on to two houses and the Clerk will write to those residents to ask for permission to gain access to the shelter from their property. The cost of the materials will be re-imbursed by the Parish Council and this will be approximately £250 to £300.

1. **FINANCE**
   1. **To consider the bank reconciliation statement for February 2021**

All okay

* 1. **To approve payment for cheques for the Clerks salary and invoices received by the Council**

**The following payments were authorised 1st March 2021 at the Ordinary Parish Meeting, The cheques were signed by Cllrs Broke and Scarlett**

**Balance Current Account for January 2021 £13,403.08**

**Plus, the following receipts**

**Total Income £0.00**

**Grand Total before cheque payments £13,403.08**

**Cheques Description Total**

919 Clerks salary and post £461.15

920 HHPFT £450.00

921 St Andrews Church Treasurer £600.00

922 Citizens Advice £50.00

923 Swaffham & Litcham Hospice £50.00

924 East Anglian Air Ambulance £50.00

**Total Cheques paid £1,661.15**

**Balance in Current Account for March 2021 \* £11,741.93**

**Balance in Savings Account (inc interest paid) £4,806.44**

**GRAND TOTAL £16,548.37**

**MARCH 2021 BANK RECONCILIATION**

**Bank Statement Balance as of 25/1/2021- current a/c only £13,443.08**

**Unpresented cheques to date £1,701.15**

**Balance in Current account (always match balance marked \*) £11,741.93**

**Ringfenced restricted funds for volunteer group £724.25**

**Less payments for volunteer’s equipment £0.00**

**Balance left as of 1/3/2021 £724.25**

* 1. **To agree donations for year ending 2021**

The following donations were agreed

Donation to Church £600

Donation to HHPFT £450

Donation Citizens Advice £50

Donation S&L Home Hospice £50

Air Ambulance £50

* 1. **Appointment of Internal Auditor for 2020/2021 financial Year**

It was agreed to appoint the internal auditor that carried out Holme Hales audit last year - Mr Max Bergan.

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

The Clerk had received an e-mail from a relative or Mr M Kelly (a former resident of Holme Hale) to inform the Parish Council that Mr Kelly had sadly passed away. The Clerk has sent a letter of condolence to that relative on behalf of the Parish Council.

1. **PLANNING APPLICATIONS – To review and comment on the following outstanding applications and to minute approved applications since the last meeting**

Vattenfall – Update – at the moment there is good news regarding the recent hearing (details of this had been circulated to the Councillors prior to the meeting)

**3PL/2020/1268/F Hunters Lodge, Hale Road IP25 7BL dated 11.11.20**

New Barn for storage of animal feed, hay, straw and machinery

Approved

**3PL/2020/1388/F / 3PL/2020/1389/LB Hannover Farm Hale Road dated 2.12.20**

Conversion of barns to create 6no. 3 bed dwellings with associated private amenity space and car parking

Approved

**3PL/2021/0031/HOU 1A Station Road Holme Hale dated 30.11.20**

2-metre-high fence parallel to existing boundary and to surround block paving up to property. 1 small gate 1 metre high

Approved

**3PL/2021/0168/F Development Site 588595 307651 Church Lane dated 2.2.21**

Change of use of land from agricultural / grassland to private equestrian use, including construction of new stable building.

No objections from the PC

**3PL/2021/0221/O Bilmar Station Road, Holme Hale dated 11.2.21**

Proposed construction of new 3 bedroom bungalow & garage

This is a re-application that was previously approved

No objections from the PC

**3PL/2020/1117/LB The Old Nags Head, dated 25.1.21**

Clad gables in brick, repair timber frame on NW elevation, remove fireplace, reinstate inglenook, replace windows, reinstate front door, changes to outbuilding

Further and better particulars had been requested by the PC in respect of the outbuildings and some information has since been received but it is not what was asked for.

It was agreed that the Parish Council have no objections but the Clerk will ask again for the information that was asked for.

**3PL/2021/0237/HOU Kemp Bungalow 10 Church Lane dated 22.2.21**

Raising of roof of dwelling to create two storey dwelling with first floor accommodation, single storey rear extension & side entrance porch & detached 4 bay cart lodge with storage above including dormers

No objections from the PC (*Cllr McBrien unable to comment as a Councillor on this application)*

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

None outstanding at this point.

It has been noticed that two static caravans have been put on the land next door to Home Leigh over the Wissey Bridge on the left had side, this used to be the old firewood shed. The Chairman has contacted Necton Parish Clerk and they know very little about this and no planning applications have been submitted. This is officially not in Holme Hale but it is very close to the border and can be seen from Holme Hale. It was agreed to keep an eye on this area.

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

12th April 2021 Annual Parish Meeting

10th May 2021 Annual Parish Council Meeting

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