

# Holme Hale Parish Council Meeting Agenda

## To: Members of Holme Hale Parish Council

You are duly summoned to attend a meeting of Holme Hale Parish Council to be held at 7.30pm on Monday 7<sup>th</sup> March 2022 at Holme Hale Village Hall in the Tony Evans Centre.



Claire Prentice  
Clerk to Holme Hale Council

Date: Wednesday 2<sup>nd</sup> March 2022

## Public Attendance

Members of the public and press are welcome to attend.

If attending please adhere to any Covid-19 government guidance at the time of the meeting.

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## 1. Council matters

**1.1 Apologies**, to receive and approve as required

**1.2 Conflict of interests**, to receive declarations if relating to any items to be discussed

**1.3 Dispensations**, to grant any written requests if required

## 2. Approve minutes

- 3<sup>rd</sup> January 2022

## 3. Public participation (max. 15 minutes)

## 4. Reports and correspondence

## 5. Planning

**5.1 For parish council consultation**, following planning application to district council.

[3PL/2022/0197/HOU](#) - Tavern Cottage, Browns Lane IP25 7DU

Single storey side and rear pitched roof extension

[3PL/2022/0184/HOU](#) - Dunkery, 7 Church Lane IP25 7DS

Ground floor extension to the side and rear, roof remodelling, replacement windows and doors, front-facing porch, new external insulation and cladding. This is to include the new carport and solar panels.

**5.2 Planning applications, district council decisions** (for information only)

None

**5.3 Other planning matters to include Vattenfall**, to discuss and decide on any action to be taken.

## 6. Finance

**6.1 bank statements and reconciliations**, for approval

### Current account

	Closing Balance as per bank statement 25 <sup>th</sup> Feb.2022 TBC		<b>£11920.06</b>
	<u>Less</u> unpresented cheques:		
		Net Balance as at 25 <sup>th</sup> Feb.2022 TBC:	<b>£11920.06</b>
	The net balance reconciles to the receipts and payments account for the year as follows:-		

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	Opening Balance 1st April 2021:	£12056.68
	Add receipts in year	£8000.00
	Less payments in year	£8136.62
	Closing balance as at 25 <sup>th</sup> Feb.2022 TBC:	<b>£11920.06</b>

### Reserve account

	Closing Balance as per bank statement 25 <sup>th</sup> Feb.2022 TBC	£4807.04
	<u>Less</u> unrepresented cheques:	
		<b>£4807.04</b>
	The net balance reconciles to the receipts and payments account for the year as follows:-	
	Opening Balance 1st April 2021:	£4806.64
	Add receipts in year	£0.40
	Less payments in year	£0.00
	Closing balance as at 25 <sup>th</sup> Feb.2022 TBC:	<b>££4807.04</b>

### 6.2 Payments, for approval

Date	Payee/ reason	Cheque No.	Amount	Signatories	Approval
07.03.22	Grit bin work	969	£350.00		
07.03.22	clerk salary + expenses	970	T.B.C		
07.03.22	HMRC	971	T.B.C.		

**6.3 Internal auditor**, to discuss and decide on any action to be taken.

**6.4 Grants and donations**, to discuss and decide on any action to be taken.

**6.5 Budget**, consideration of additional items for inclusion of 2022-23 budget.

**6.6 V.A.T. claim**, to consider and approve amounts as deemed relevant.

### 7. Matters to be addressed

**7.1 Highways**, to receive updates, discuss and decide on any further action as required.

**7.2 Grit bin on Station Road in regard to the visibility**, discuss and decide on any action.

**7.3 Removal of old village sign on Station Road**, discuss and decide on any further action as required.

**7.4 Speeding along Cook Road**, to discuss and decide on any further action as required.

**7.3 The Queen's Platinum Jubilee**, to discuss and decide on any action for:-

- Tree planting on the playing field
- Forming a village working party to organise parish event at the village hall.

**7.4 WiFi to the Pavilion**, to discuss and decide on any action.

**7.5 Moonraker publication**, to discuss and decide on any action.

### 8. Council operational matters

**8.1 councillor vacancy**, to discuss and decide on any action to be taken.

#### 8.2 policies and procedures

- Publication scheme
- Complaints procedure
- Asset register
- Risk management scheme
- Grant policy

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- Grant application
- Website accessibility statement.

### **9. Employee matters**

#### **9.1 To consider the passing of a resolution under the Public Bodies (Admission to Meetings) Act 1960**

(as extended by s.100 of the Local Government Act 1972 that the public and press be excluded from the meeting for item 9.2-9.4 on the grounds that it could involve the likely disclosure of private and confidential information).

**9.2 Appraisal**, to discuss and decide on any action to be taken.

**9.3 Holiday request**, to consider and approve as required.

### **10. Confirm time and date of meetings**

- **Annual parish meeting (meeting of electors) – Monday 11<sup>th</sup> April at 7.00pm**
- **Annual parish council meeting – Monday 9<sup>th</sup> May 7.00pm**
- **Ordinary parish council meeting – Monday 9<sup>th</sup> May to follow annual meeting.**