

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 follow the annual parish council meeting at 7.00pm on Monday 9th May 2022 at Holme Hale Village Hall in the Tony Evans Centre.



Claire Prentice
Clerk to Holme Hale Council

Date: Wednesday 4th May 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.

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

- 7th March 2022
- 11th April 2022 (extraordinary meeting)

3. Public participation (max. 15 minutes)

4. Reports and correspondence

5. Planning

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

None

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

3PL/2022/0197/HOU - Tavern Cottage, Browns Lane IP25 7DU

Single storey side and rear pitched roof extension

Parish council – No objections

Breckland - Permission

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.

Parish council – No objections

Breckland - Undecided

3PL/2022/0302/F - Red Barn Farm Bradenham Road IP25 7EE (consultation 8th April extended to 13th April)

installation of drainage pipe and hardcore surface – retrospective

Parish council – No objections

Breckland - Undecided

3PL/2022/0304/HOU - Bilmar Station Road IP25 7DY (consultation 7th April extended to 13th April)

Construction of single storey extension to rear, Internal alterations, conversion of attached garage to accommodation and construction of new garage.

Parish council – No objections

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Breckland - Undecided

3PL/2022/0291/F - The Old Rectory Church Road IP25 7DR (consultation 11th April extended to 13th April)

Erection of dwelling and garage

Parish council forwarded objections to Breckland District Council

Breckland - Undecided

3PL/2022/0282/F - Kemp Bungalow, 10 Church Lane IP25 7DS (consultation 4th April extended to 13th April)

Erection of replacement dwelling and cartlodge

Parish council – No objections

Breckland - Undecided

3PL/2022/0250/HOU - Puddle Barn, Bradenham Road IP25 7EE (consultation 6th April extended to 13th April)

Rebuilding of outbuildings with additional 3 bay garage

Parish council – No objections

Breckland - Permission

3PL/2022/0370/LB - Hannover Farm, Hale Road (consultation 22nd April)

Amendments to approved design of plots 1, 2, 3 and 4, listed building consent 3PL/2021/1486/LB.

Parish council – No objections

Breckland - Undecided

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

- Planning consultant
- Other matters

6. Finance

6.1 bank statements and reconciliations, for approval

Current account

	Closing Balance as per bank statement 25 th April 2022		£14323.38
	<u>Less</u> unrepresented cheques:		
973	St Andrews Church – grass cutting		£600.00
975	CAB		£50.00
976	Swaffham and Litcham Home Hospice		£50.00
977	East Anglian Air Ambulance		£50.00
978	NCC- village gate		£1500.00
	V.A.T.		-£477.71
979	Removal of village sign		£75.00
	Net Balance as at 25 th April 2022:		£12476.09
	The net balance reconciles to the receipts and payments account for the year as follows:-		
	Opening Balance 1st April 2022:		£8551.09
	Add receipts in year		£4000.00
	Less payments in year		£75.00
	Closing balance as at 25 th April 2022:		£12476.09

Reserve account

	Closing Balance as per bank statement 26 th April 2022		£4807.12
	<u>Less</u> unrepresented cheques:		
			£4807.12

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	The net balance reconciles to the receipts and payments account for the year as follows:-		
	Opening Balance 1st April 2022:		£4807.08
	Add receipts in year		£0.04
	Less payments in year		£0.00
	Closing balance as at 26 th April 2022:		££4807.12

6.2 Payments, for approval

Date	Payee/ reason	Cheque No.	Amount	Signatories	Approval
09.05.22	Grass cutting – village green	980	£31.50		
09.05.22	Grass cutting – vh and footpaths	981	£956.14		
09.05.22	clerk salary + expenses	982	£560.23		
09.05.22	HMRC	983	T.B.C.		

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

- Permissive paths

6.4 Audit, to discuss and approve accordingly

- Certificate of exemption
- Section 1, Annual Governance Statement
- Section 2, Accounting
- Internal Audit report

7. Matters to be addressed

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

7.2 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 Insurance, to discuss and decide on any further action as required

7.5 Roadside drain gratings, to discuss and decide on any further action as required

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
- Risk management scheme
- Grant policy
- Grant application

9. Confirm time and date of meeting.

- **Ordinary parish council meeting – Monday 4th July 2022 at 7.30pm at Holme Hale Hall.**