

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 at 7.30pm on Monday 5th September 2022 at Holme Hale Village Hall in the Tony Evans Centre.



Claire Prentice
Clerk to Holme Hale Council

Date: Wednesday 31st August 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

- 4th July 2022

3. Public participation (max. 15 minutes)

4. Reports and correspondence (for information only)

5. Planning

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

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

3PL/2022/0626/F - Erection of dwelling (plot 4)

Crossways Farm 1 Cook Road

Parish council no comment due to admin. error.

Breckland - Undecided

3PL/2022/0291/F - Erection of dwelling and garage

The Old Rectory Church Road

AMENDMENT: Garage removed and dwelling re-positioned

Parish council objections remain the same regardless of amendment

Breckland - Approved

3PL/2022/0291/F - The Old Rectory Church Road IP25 7DR

Erection of dwelling and garage

Parish council forwarded objections to Breckland District Council

Breckland – See above

3PL/2022/0282/F - Kemp Bungalow, 10 Church Lane IP25 7DS

Erection of replacement dwelling and cartlodge

Parish council – No objections

Breckland - Undecided

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 - Approved

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

- **Vattenfall Independent Design Review**, update and any further action as deemed necessary

6. Finance

6.1 bank statements and reconciliations, for approval

Current account

	Closing Balance as per bank statement 25 th Jul 2022		£10483.86
	<u>Less unrepresented cheques:</u>		
N.A.	VAT claim		477.71
981	Grass cutting		£956.14
988	Clerk sal. and expenses		£520.55
	Net Balance as at 25 th July 2022:		£9484.88
	The net balance reconciles to the receipts and payments account for the year as follows:-		
	Opening Balance 1st April 2022:		£9573.38
	Add receipts in year		£4477.71
	Less payments in year		£4566.21
	Closing balance as at 25 th Jul 2022:		£9484.88

Reserve account

	Closing Balance as per bank statement 25 th May 2022		£4808.27
	<u>Less unrepresented cheques:</u>		
			£4808.27
	The net balance reconciles to the receipts and payments account for the year as follows:-		
	Opening Balance 1st April 2022:		£4808.27
	Add receipts in year		£1.15
	Less payments in year		£0.00
	Closing balance as at 25 th May 2022:		£4808.27

6.2 Payments, for approval

Date	Payee/ reason	Cheque No.	Amount	Signatories	Approval
05.09.22	Vattenfall - specialist	988	£1000		
05.09.22	clerk salary + expenses	989	T.B.C.		
05.09.22	HMRC	990	T.B.C.		

6.3 Option to opt out of the SAAA central external auditor appointment arrangements, to discuss and decide on any action to be taken

7. Matters to be addressed

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

7.2 Village green grass cutting, to discuss and decide on any further action as required

7.3 Civility and respect pledge, to discuss and decide on any further action as required.

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8. Council operational matters

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

8.2 policies and procedures

- Grant policy
- Grant application

9. Confirm time and date of meeting.

- **Ordinary parish council meeting – Monday 7th November 2022 at 7.30pm at Holme Hale Village Hall.**

10. Employment matters

10.1 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 10.2 on the grounds that it could involve the likely disclosure of private and confidential information.

10.2 Clerk and RFO, to receive information and discuss and decide on the following points

- Clerk resignation letter
- Advertisement and locations
- Employee contract.
- Interview and employment procedure.
- Any other related items deemed relevant.