

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 7th November 2022 at Holme Hale Village Hall in the Tony Evans Centre.



Claire Prentice
Clerk to Holme Hale Council

Date: Wednesday 2nd November 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

- 5th September 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

3PL/2022/1211/VAR (consultation date 22nd nov.)

HOLME HALE: Puddle Barn, Bradenham Road

Variation of Condition No 2 (Approved Plans) on 3PL/2022/0250/HOU - Drawing references to be modified to those now submitted to include larger storage area above garage with side entrance. Inclusion of 6no. roof lights to garage roof and window moved

3PL/2022/1132/VAR (consultation date 14th nov.)

The Old Rectory, Church Road

Variation of Conditions 2, 3 & 4 on 3PL/2022/0291/F - increase roof pitch

add 5 velux rooflights on the rear elevation to allow rooms in roof area and change in materials

3PL/2022/1133/HOU (consultation date 1st nov. extended to 7th nov.)

HOLME HALE: 8 St Andrews Close

Proposed renovation and single storey side extensions of existing dwelling

3PL/2022/1132/VAR (consultation date 1st Nov.)

The Old Rectory, Church Road

Variation of Conditions 2 & 4 on 3PL/2022/0291/F - increase roof pitch

add 5 velux rooflights on the rear elevation to allow rooms in roof.

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 commented out of consultation period – orientation of property amended to original which was Refused – this should be noted by Breckland.

Breckland - Refusal

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

Erection of replacement dwelling and cartlodge

Parish council – No objections

Breckland - Permission

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

- **Vattenfall**, update and any further action as deemed necessary
- **Breckland call for sites**, 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 Oct 2022		£11486.62
	<u>Less</u> unpresented cheques:		
N.A.	VAT claim		477.71
	Net Balance as at 25 th Oct 2022:		£11964.33
	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		£8477.71
	Less payments in year		£6086.76
			£11964.33
	Closing balance as at 25 th Oct 2022:		

Reserve account

	Closing Balance as per bank statement 25 th Oct 2022		£4809.95
	<u>Less</u> unpresented cheques:		
			£4809.95
	The net balance reconciles to the receipts and payments account for the year as follows:-		
	Opening Balance 1st April 2022:		£4807.12
	Add receipts in year		£2.83
	Less payments in year		£0.00
			£4809.95
	Closing balance as at 25 th May1 2022:		

6.2 Payments, for approval

Date	Payee/ reason	Cheque No.	Amount	Signatories	Approval
23.10.22	N.Power/ Street lighting	991	£115.03	C.Prentice S.Broke	RFO paid as emergency
07.11.22	Grass cutting/ T.T.S.R.	992	£956.14		
07.11.22	Grass cutting	993	£30.00		
07.11.22	clerk salary + expenses	994	T.B.C.		
07.11.22	HMRC	T.B.C.	T.B.C.		

6.3 Budget monitoring 3rd quarter, draft budget 2023/24 and precept, to discuss and decide on any action to be taken as required.

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7. Matters to be addressed

- 7.1 Highways**, to receive updates, discuss and decide on any further action as required.
- 7.2 Holme Hale Fuel Allotment Trust**, to discuss and decide on any further action as required.
- 7.3 Parish Partnership and VAS**, 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**
 - Grant policy
 - Grant application

9. Confirm time and date of meetings for 2023.

- **Monday 2nd January** (bank holiday) 7.30pm ordinary council meeting
- **Monday 6th March** 7.30pm ordinary council meeting
- **Monday 3rd April** 7.00pm annual parish meeting
- **Monday 1st May** 7.00pm annual parish council meeting (bank holiday) (meeting date may change due to elections)
- **Monday 1st May** ordinary council meeting to follow annual council meeting (bank holiday) (meeting date may change due to elections)
- **Monday 3rd July** 7.30pm ordinary council meeting
- **Monday 4th September** 7.30pm ordinary council meeting
- **Monday 6th November** 7.30pm ordinary council meeting

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 discuss and decide on the following points
 - New employee contract.
 - New employee pension letter.
 - Any other related items deemed relevant.