

**Minutes of the Holme Hale Parish Council Meeting
Held at Holme Hale Village Hall in the Tony Evans Centre
on Monday 4th July 2022 at 7.30pm**

PRESENT: Councillors S. Broke (Chair), A. Lyndsay, W. McNeil and Dr A. Scarlett (Vice Chair).
C. Prentice - Clerk to the Council.
Cllr N. Wilkin (District Council)
2 members of the public

1. Council matters

1.1 Apologies, to receive and approve as required

Cllr Scarlett apologies received for potential lateness.

Cllr McBrien apologies received for absence.

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

None

1.3 Dispensations, to grant any written requests if required

None

2. Approve minutes

- 9th May 2022 (annual meeting)
Approved. Signed by Chair.
- 9th May 2022 (ordinary meeting)
Approved. Signed by Chair.
- 20th June 2022 (extraordinary meeting)
Approved. Signed by Chair.

Meeting adjourned for public participation 7.35pm

3. Public participation (max. 15 minutes)

Member of public thanked the council for their consideration and submitting their objections to planning application [3PL/2022/0291/F](#)

Meeting adjourned for public participation 7.35pm

4. Reports and correspondence (for information only)

Clerk circulated report to all councillors prior to meeting. Additional point – Correspondence received to thank council for their donations from Norfolk Air Ambulance and Swaffham Hospice.

5. Planning

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

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

The Old Rectory Church Road

AMENDMENT: Garage removed and dwelling re-positioned

Holme Hale Parish Council's objections remain the same.

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

[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 - Permission

[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 - Permission

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

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

Parish council – No objections

Breckland - Permission

[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/2022/0370/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.

Chair, with councils agreement decided to return to this item once Cllr Scarlett arrived.

Item addressed following item 7.3. Cllr Scarlett updated the council at length the current situation and a report had been circulated earlier that evening.

6.Finance

6.1 bank statements and reconciliations, for approval

Current account

	Closing Balance as per bank statement 25 th May 2022		£13723.38
	<u>Less unrepresented cheques:</u>		
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
980	Village green grass cutting		£30.00
981	Grass cutting		£956.14
982	Clerk sal. and expenses		£507.23
983	<i>Destroyed</i>		£0.00
984	Int. auditor		£30.00
985	Permissive paths		£562.00
	Net Balance as at 25 th May 2022:		£10390.72
	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		£3660.37
	Closing balance as at 25 th May2022:		£10390.72

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Reserve account

	Closing Balance as per bank statement 25 th May 2022		£4807.45
	<u>Less</u> unpresented cheques:		
			£4807.45
	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		£0.37
	Less payments in year		£0.00
	Closing balance as at 25 th May 2022:		££4807.45

All approved Cllr McNeil to sign at the next meeting.

Signed _____ Date _____

6.2 Payments, for approval

Date	Payee/ reason	Cheque No.	Amount	Signatories	Approval
04.07.22	clerk salary + expenses	988	£520.55	S.Broke W.McNeil	Approved
04.07.22	HMRC	Funds held with HMRC	£3.00	N.A.	Approved

6.3 Budget monitoring – 1st quarter, to discuss and decide on any action to be taken.

No action to be taken

Cllr McNeil raised a query over grass cutting on public footpath. It is believed it has now been cut. Issue of trees on the path also raised, the branches grow out from the bottom blocking the path.

Council decided to ask contractor to address them. Clerk queried land ownership, parish council stated they are able to do this as it is not owned and is a right of way.

2nd bus shelter still requires maintenance work as it has ivy growing through it. Issue to be raised with Cllr Scarlett.

7. Matters to be addressed

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

No updates.

Paperwork and payments for Village gates is all with NCC.

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

No further updates

Cllr Scarlett joined meeting at 8.00pm

7.3 Field on Church Road, to discuss and decide on any action to be taken in regard to status and ownership.

No action to be taken at this time.

8. Council operational matters

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

Cllr McNeil to place advertisement in next addition of the Moonraker. No other action

8.2 policies and procedures

- Grant policy
- Grant application

To go to next meeting.

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9. Confirm time and date of meeting.

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

Meeting closed at 8.35pm

Signed _____ Date _____