

**Minutes of the Holme Hale Parish Council Meeting
Held at Holme Hale Village Hall in the Tony Evans Centre
on Monday 5th September 2022 at 7.30pm**

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

1. Council matters

1.1 Apologies, to receive and approve as required

Cllr Lyndsay

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

- 4th July 2022

Approved. Signed by chair.

3. Public participation (max. 15 minutes)

None

4. Reports and correspondence (for information only)

Clerk circulated report prior to meeting. No additions.

- Clerk to contact breckland planning regarding application as orientation of property has changed back to the original

Cllr Eagle reported that somethings are coming through that have been delayed, mainly the changes in the governance of County Council.

Cllr Eagle expressed his thanks to all in Holme Hale who came to the aid of those from Ashill, following the recent fire.

Cllr Eagle confirmed that he does still have funding available should Holme Hale Parish Council undertake any emergency flood prevention.

Lastly Cllr Eagle made everyone aware that there is still the chance to contribute to the library consultation which is currently underway. <https://www.norfolk.gov.uk/news/2022/07/norfolk-county-council-launches-consultation-on-the-future-of-mobile-libraries> . He asked that people do respond as it is a vital service to rural communities.

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/2022/0626/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

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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

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
Cllr Scarlett updated everyone. Holme Hale PC have been able in conjunction with Necton PC to hire our own consultant (landscape consultant) to put the councils views to the design review panel. The official response is due to come out in the next few days. It is inevitable that at this point it will be built, however it is clear that the design is key and there is some action around this. Should there be another review the council may need to consider further costs.
- Item to go to next agenda.

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</u> unrepresented cheques:		
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</u> unrepresented cheques:		
			£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 July 2022:		£4808.27

Approved. Cllr McNeil to sign at next meeting.

Signed _____ Date _____

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6.2 Payments, for approval

Date	Payee/ reason	Cheque No.	Amount	Signatories	Approval
05.09.22	Vattenfall - specialist	989	£1000.00	S.Broke A.Scarlett	Approved
05.09.22	clerk salary + expenses	990	£520.55	S.Broke A.Scarlett	Approved
05.09.22	HMRC	1	£3.00	S.Broke A.Scarlett	Approved

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

No action to be taken. Accept central appointed external auditor.

7. Matters to be addressed

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

Village gates are still being progressed.

Clerk to send a letter regarding parking near village sign and on junction.

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

Council approved the future rate of £80.

- Cllr McNeil to place piece in Moonraker asking dog owners to take responsibility over dog fouling.

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

Pledge adopted.

8. Council operational matters

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

No action taken

8.2 policies and procedures

- Grant policy
 - Grant application
- Clerk to amend accordingly and re-present at next meeting

9. Confirm time and date of meeting.

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

Approved

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.

Council passed the above resolution at 8.35pm.

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

- Clerk resignation letter
Chair thanked clerk on behalf of the parish council.
- Advertisement and locations
Clerk to amend accordingly and post in agreed locations.
- Employee contract.

¹ To be paid from overpayments held by HMRC

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No action taken at this time.

- Interview and employment procedure.

Physical interviews to be held by chair and Cllr McNeil. Council resolved that the majority could agree by email as felt necessary.

- Any other related items deemed relevant.

None.

Meeting closed at 8.35pm

Signed _____ Date _____