

HOLME HALE PARISH COUNCIL

The next meeting of Holme Hale Parish Council will be held at 7.30pm on Tuesday 3rd January 2023, in the Tony Evans Centre, Holme Hale Village Hall.

Holme Hale Parish Council welcomes the public and press to its meetings and you are able to address the Council during the Public Participation session. Our Standing Orders do not permit members of the public and press to take part in the debates.

AGENDA

1. Welcome and apologies for absence.
2. To receive any declarations of interest and consider any dispensations.
3. To approve the minutes of the meeting held on Tuesday 7th November 2022.
4. To receive County/District Councillor reports.
5. Open Forum for Public Participation (max 15 minutes).
6. Planning Matters
 - a) To consider any new planning applications.
 - To consider any applications received after the publication of the agenda (<http://planning.breckland.gov.uk/OcellaWeb/planningSearch>).
 - b) To note any planning decisions (information only).
 - **3PL/2022/1211/VAR: 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.
Parish Council: no objections. Breckland district council: APPROVED.
 - **3PL/2022/1132/VAR: 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
Parish Council: no objections. Breckland district council: APPROVED.
 - **3PL/2022/1133/HOU: 8 St Andrews Close** - Proposed renovation and single storey side extensions of existing dwelling.
Parish Council: no objections. Breckland district council: APPROVED.
 - c) To receive an update in respect of Vattenfall and consider any action to be taken.
7. Highway Matters
 - a) To receive updates on highway faults previously reported and consider any further action.
 - b) To receive an update on the Permissive Path agreement and consider any further action.
 - c) To receive an update regarding the roadside drain gratings and consider any further action.
 - d) To receive an update in respect of the Village Gates installation.
 - e) To receive an update in respect of the Parish Partnership application for a SAM II Speed Sign.

8. Open Spaces

- a) To consider the grass cutting contract and consider any further action.

9. To receive an update regarding the Holme Hale Fuel Allotment Trust

10. Finance and Governance

- a) To receive an update regarding the annual asset inspection and consider any action.
- b) To consider a resolution to amend banking/contact details in respect of the new Clerk, as set out in the banking mandate change application form.
- c) To appoint an internal auditor for the year ending 31st March 2023.
- d) To consider any action required in respect of the two councillor vacancies.
- e) To consider approval of the following policy documents:
 - Standing Orders
 - Financial Regulations
 - Asset Register
- f) To receive a financial report (bank reconciliation and budget update) for the year ending 31st March 2023.
- g) To consider approval of a direct debit payment to the ICO (data protection).
- h) To consider the draft budget and set the precept for the year ending 31st March 2024.
- i) To consider approval of the following payments:

• Clerk (Salary & Expenses) – Nov	437.64
• Clerk (Salary & Office Allowance) – Dec	£239.68
• Clerk (Salary & Office Allowance) – Jan	£239.48
• HMRC (Dec/Jan)	£114.60
• St Andrew’s Church – Poppy Wreath	£20.00

11. To note the meeting dates for 2023.

- Monday 6th March, 7.30pm – ordinary council meeting.
- Monday 3rd April, 7.00pm – annual parish meeting.
- Wednesday 17th May, or Thursday 18th May, or Tuesday 23rd May (to be agreed) – 7.00pm - annual council meeting followed by ordinary council meeting.
- Monday 3rd July, 7.30pm – ordinary council meeting.
- Monday 4th September, 7.30pm – ordinary council meeting.
- Monday 6th November, 7.30pm – ordinary council meeting.
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12. To consider any reports and correspondence received.

13. To confirm the next meeting will be held at 7.30pm on Monday 6th March in the Tony Evans Centre, Holme Hale Village Hall.

Sheryl Irving
Clerk to the Council
holmehaleparishcouncil@gmail.com
Thursday 22nd December 2022