

## HOLME HALE PARISH COUNCIL

**The Annual Meeting of Holme Hale Parish Council will be held at 7.00pm on Tuesday 23<sup>rd</sup> May 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.

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### AGENDA

1. **Election of Chairman and signing of the Declaration of Acceptance of Office form.**
2. **Election of Vice Chairman and signing of the Declaration of Acceptance of Office form.**
3. **Welcome and apologies for absence.**
4. **To receive any declarations of interest and consider any dispensations.**
5. **To approve the minutes of the meeting held on Monday 6<sup>th</sup> March 2023.**
6. **To consider the co-option of new members to fill the three Council vacancies.**
7. **To receive County/District Councillor reports.**
8. **Open Forum for Public Participation (max 15 minutes).**
9. **Planning Matters**
  - a) To consider any new planning applications.
    - 3PL/2023/0328/VAR – The Old Rectory, Church Road - variation of Condition 2 and 4 on 3PL/2022/1132/VAR - To provide further room in roof over utility room to form ensuite with velux window & change approved roof tiles.
    - 3PL/2023/0442/HOU & 3PL/2023/0443/LB – Stable Cottage, Bradenham Road - single Storey Side and Rear Extensions to Dwelling
    - Applications received after the publication of the agenda (<http://planning.breckland.gov.uk/OcellaWeb/planningSearch>).
  - b) To note any planning decisions (information only).
    - 3PL/2023/0117/HOU – Hunters Lodge, Hale Road - two storey annex side extension, front bay extension and single storey side extension.  
Parish Council: Objections raised re size & position. Breckland: REFUSED.
    - 3PL/2023/0174/HOU – 27 St Andrews Close, single Story Side Extension.  
Parish Council: No comments. Breckland: APPROVED.
    - 3PL/2023/0283/F – 5 & 7 Cook Road - demolition of 2no. bungalows and redevelopment erection of 2no dwellings with garages.  
Parish Council: Objections raised re scale, design and highway safety. Breckland: Undecided.
  - c) To receive an update in respect of Vattenfall and consider any action.
  - d) To receive a report regarding the proposed Statkraft Necton Greener Grid Park.

- e) To receive an update regarding the Breckland Local Plan Issues and the public consultation process.

#### 10. Highway Matters

- a) To receive updates on highway faults previously reported and consider any further action.
- Brown's Lane – fly-tipping (asphalt) – reported again to Breckland.
- b) To receive an update regarding the roadside drain gratings and associated flooding issues.
- c) To receive an update in respect of the Village Gates installation.
- d) To receive an update in respect of the Parish Partnership application for a SAM II Speed Sign and a request to Highways for roadside kerbing to stop erosion near to highway signage on Cook Road.

#### 11. Open Spaces

- a) To receive a report regarding the Holme Hale Playing Field Trust trees.
- b) To receive a report regarding dog walking on public rights of way.

#### 12. To receive an update regarding the purchase of a village defibrillator.

#### 13. To consider any maintenance to the School Road Bus Shelter.

#### 14. Finance and Governance

- a) To receive a financial report for the years ending 31<sup>st</sup> March 2023 and 31<sup>st</sup> March 2024.
- b) To receive the internal auditors report and consider any recommendations.
- c) To approve the annual governance statement in the 2022-23 Annual Return.
- d) To approve the Statement of Accounts in the 2022-23 Annual Return.
- e) To approve the certification of exemption from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015.
- f) To consider an alternative option to NALC membership.
- g) To consider an alternative option for the Parish Council website.
- h) To receive an update regarding Council banking.
- i) To receive an update regarding the Council Insurance renewal.
- j) To consider approval of the following payments and note any receipts.

##### PAYMENTS

• Clerk (Salary & Office Allowance) – April	£TBC
• HMRC – PAYE	£TBC
• Clerk (Salary & Office Allowance) – May	£TBC
• HMRC (Apr/May)	£TBC
• Brisley PC (Clerk Training – FOI)	£6.86
• BHIB Insurance (Year 2 of 3)	£425.72
• Npower – Street Lighting	£234.16*
• Grass Contractors	£1059.72
• Internal Auditor	£35.00
• NALC Subscription	£238.70
(includes National ALC £32.54 & Website £70.00), or	
• Norfolk Parish Training & Support Subscription	£168.70
• Cutting of Village Green	£40.00

*\*, SO or DD indicates payments has been made previously*

RECEIPTS

- Precept £4,000.00

**15. To consider any reports and correspondence received.**

- Thank you letters received from St Andrew's Church, Norfolk Age Concern & Norfolk Citizens Advice.

**16. Pursuant to s 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and the press leave the meeting during consideration of a staffing matter.**

**17. To confirm the next meeting will be held at 7.30pm on Monday 3<sup>rd</sup> July 2023 in the Tony Evans Centre, Holme Hale Village Hall.**

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Sheryl Irving  
Clerk to the Council  
[holmehaleparishcouncil@gmail.com](mailto:holmehaleparishcouncil@gmail.com)  
Monday 15th May 2023