

HOLME HALE PARISH COUNCIL

Minutes of a meeting of Holme Hale Parish Council held at 7.30pm on Tuesday 2nd January 2024 in the Tony Evans Centre, Holme Hale Village Hall.

Present: Cllr Andy Scarlett (Chair)
Cllr Wendy McNeil (Vice Chair)
Cllr Simon Broke
Cllr Neville McBrien
Cllr Simon Joll
Cllr Andy West

Sheryl Irving (Clerk)

1. Welcome and apologies for absence.

The Chairman welcomed everyone to the meeting. Apologies received from Cllr Long were approved.

2. To receive any declarations of interest and consider any dispensations.

There were none received.

3. To approve the minutes of the meeting held on Monday 6th November 2023.

Cllr Broke proposed that the minutes be accepted as a true record of the meeting, this was seconded by Cllr McNeil and unanimously agreed by Council. The Chairman duly signed the minutes.

4. To receive County/District Councillor reports.

In the absence of both councillors, there were no reports.

5. Open Forum for Public Participation (max 15 minutes).

There were no members of the public present.

6. Planning Matters

a) To consider any new planning applications.

There were no new applications to consider.

b) To note any planning decisions (information only).

Council noted the following decisions:

Application	Parish Council Comments	Breckland Status
3PL/2023/0283/F – 5 & 7 Cook Road - demolition of 2no. bungalows and redevelopment erection of 2no dwellings with garages – amended plans.	No comments.	APPROVED.
3PL/2023/0876/F - Crossways Farm 1 Cook Road Erection of Dwelling (Plot 4) (Resubmission)	No comments.	APPROVED.
3PL/2023/1019/VAR – Bilmar, Station Road - proposed application to vary condition 2 and 3 on 3PL/2023/0679/D - Changes to approved plans (cond 2) and materials (cond. 3)	No comments.	Undecided.
3PL/2023/1057/HOU – Hunters Lodge, Hale Road - two storey side extension incorporating new annexe	No comments.	APPROVED.

c) To receive an update in respect of Vattenfall and consider any action.

Council noted the contents of the recent newsletter reporting that all three wind farms in the Norfolk Offshore Wind Zone are proceeding, with the project now being taken forward by RWE, a German company.

No update has been received from Breckland regarding approval of reserved matters and associated visual mitigation of the site at Necton and a letter will be sent to the Director of Planning to request an update.

d) To receive a report regarding the proposed Statkraft Necton Greener Grid Park.

There was no further information available in respect of this matter.

7. Highway Matters

a) To receive updates on highway faults previously reported and to receive any new reports.

Council noted the following:

- Church Lane/Browns Lane junction – sign knocked over – reported to Highways but not yet repaired.
- Pavement drains corroded on School Road, nr to Village Hall – inspected by Open Reach.
- The posts on the Holme Hale sign on Station Road, just west of the Ashill turn, have rotted away – reported to Highways and will be resolved.
- Two large potholes near to 7 Church Lane –reported to Highways and will be repaired.
- One large pothole near to 8 Church Lane – reported to Highways and will be repaired.
- Two deep potholes between 4 and 7 Church Lane – reported to Highways and will be repaired.
- Cook Road Bridge damaged – the need for urgent repairs will be reported to Highways.
- Cook Road pothole, north of bridge – will be reported to Highways.
- Lower Road pothole – will be reported to Highways.

- Ashill Road, north of Hunters Lodge, large pothole caused by water erosion – will be reported to Highways.
- Browns Lane, north of ford, very deep pothole – will be reported to Highways.
- Browns Lane, nr York Lodge – blocked culvert under road – will be reported to Highways.
- Road drains, asphalt surround too high following repairs, nr St Andrews Close (2), bottom of Ashill Road, under railway bridge (1) and corner of School Road and Cook Road (1) – will be reported to Highways.
- Blocked drains (x2) on Ashill Road, under railway bridge – will be reported to Highways.

b) To receive an update in respect of the Village Gates signage.

Council noted that the signage had not yet been installed and this will be chased up.

c) To receive an update in respect of SAM II Speed Sign.

Council noted that the sign is not yet in operation.

d) To receive an update in respect of the Parish Partnership Application for a new post on Cook Road to site the SAM II Speed Sign.

The Chairman reported on a site meeting held with the Highways Engineer regarding the siting of a new post on Cook Road for the Sam II sign. The Chairman had suggested options, including changes to the existing Holme Hale Village Sign which would allow the SAM II sign to be mounted between the support posts for the village sign and the 30/40mph speed limit signs, but Highways will not fund anything new, including a new village sign or any alterations to existing signage. This site had been previously approved as a site for the SAM II sign and Council were disappointed that it was proving a challenge to find a safe location.

A Parish Partnership application has been submitted for 50% of the funding towards the cost of a new post, approx. £2,700 in total, with C/Cllr Eagle having offered to pay the remaining 50%. A decision is awaited.

The Highways Engineer also confirmed that the roadside degradation on Cook Road will be repaired by the end of January.

e) To receive an update regarding any response received from Mr Bygrave, Director of Transport NCC, re road closures.

Council noted the response which set out the Norfolk County Council policy regarding road closures. No further action was required.

f) To receive an update regarding the School Road Bus Shelter maintenance.

Council noted that the renovation will commence once the weather has improved.

8. Finance and Governance

a) To receive a financial report for the year ending 31st March 2024.

The financial report (attached) was noted.

b) To consider the draft budget and set the precept for the year ending 31st March 2025.

Council considered the draft budget and agreed that although Council costs are increasing, any increase in the precept should be kept to a minimum due to the current, on-going, cost of living crisis. Cllr Scarlett proposed that the budget be approved, and the precept set at £8,500 for the year ending 31st March 2025, this was seconded by Cllr Broke and put to the vote with five in favour and one against. The motion was carried. This increase in the precept, the first for over ten years, results in an annual Council Tax increase of less than £0.20 for a Band D property.

c) To consider a policy to conserve and enhance biodiversity in Holme Hale, in accordance with the Environment Act 2021.

Cllr West proposed approval of the policy, this was seconded by Cllr McBrien and unanimously agreed by Council. Cllr West volunteered to take forward the policy and produce articles for Moonraker, the Parish Council website and the new Parish Council Facebook page, for example encouraging residents to conserve and enhance biodiversity in Holme Hale by setting out simple changes that can be made in their gardens.

d) To receive an update regarding the Parish Council Facebook page.

Council noted that the Facebook page was now in operation and will be advertised in Moonraker and on the Village Hall Facebook page. The Media Policy will be considered at the next meeting.

Council suggested various content, with anything published also being published on the Parish Council website.

e) To review the following policy documents.

Following review by the Council, Cllr McBrien proposed approval of the following policy documents, this was seconded by Cllr Broke and unanimously agreed by Council.

- Risk Assessment & Management Policy
- Asset Register
- Financial Regulations
- Safeguarding Policy

Council noted that no actions were required in respect of the Safeguarding Policy as Council did not currently host any events nor own any land/buildings where the policy would apply.

Some small revisions will be made to Standing Orders and the policy will be brought back to Council at the next meeting for approval.

f) To consider approval of the following payments and note any receipts.

Cllr McBrien proposed approval of the following payments, this was seconded by Cllr West and unanimously agreed by Council. The receipt was noted.

PAYMENTS

Clerk (Salary & Office Allowance) – December (includes arrears to 01/04/2023 re 2023/24 pay award)	£404.06 (SO & cheque)
HMRC – PAYE	£34.60

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Clerk (Salary & Office Allowance) – January	£288.26 (SO & cheque)
HMRC – PAYE	£6.00
ICO (Data Protection Registration)	£35.00 (DD)
<u>RECEIPTS</u>	
Bank Interest (October)	£6.18

9. To consider any correspondence received.

Council noted the dates of the Consultation Events in respect of the Breckland Local Plan and members were encouraged to attend, if available.

10. To consider any new items for the next agenda.

There were no new items for the next agenda.

11. To confirm the next meeting will be held at 7.30pm on Monday 4th March 2024 in the Tony Evans Centre, Holme Hale Village Hall.

Council noted the date of the next meeting, and the Chairman then closed the meeting at 9.06pm.

Signed:

Date:

