

HOLME HALE PARISH COUNCIL

The Annual Meeting of Holme Hale Parish Council will be held at 7.30pm on Tuesday 7th May 2024, 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. 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 4th March 2024 and the extraordinary meeting held on 15th April 2024.
6. To receive County/District Councillor reports.
7. Open Forum for Public Participation (max 15 minutes).
8. To receive an update regarding the vacancy for a parish councillor.
9. Planning Matters
 - a) To consider any new planning applications.
 - 3PL/2024/0202/VAR – Woodland End, 9A Lower Road - Variation of conditions 4 and 5 of 3PL/2017/0120/VAR for plot 1 only - the scheme of landscaping and the scheme of boundary screening.
 - Applications received after the publication of the agenda (<http://planning.breckland.gov.uk/OcellaWeb/planningSearch>).
 - b) To note any planning decisions (information only).

Application	Parish Council Comments	Breckland Status
3PL/2023/1019/VAR – Bilmar, Station Road - proposed application – amendments.	Comments supporting amended roof design. No alteration to access.	Undecided.

3PL/2024/0174/HOU – 24 St Andrews Close - proposed front extension & internal alterations.	No objections – concerns re scale and impact on light for neighbouring properties.	WITHDRAWN
3PL/2024/0277/O – 32 St Andrews Close - outline Application all matters reserved except for access for Proposed change of use of garden to one single dwelling plot.	Objections raised -re loss of amenity area, out of keeping with local area and highway matters.	Undecided.

- c) To receive an update regarding enforcement matters.
- d) To receive an update in respect of Norfolk Offshore Wind Zone and the site at Necton and consider any action.
- e) To receive a report regarding the proposed Statkraft Necton Greener Grid Park.
- f) To receive an update in respect of the Breckland Local Plan review and consider any action.

10. Highway Matters

- a) To receive updates on highway faults previously reported and to receive any new reports.
 - Church Lane/Browns Lane junction – sign knocked over – reported to Highways but not yet repaired.
 - Cook Road Bridge damaged – the need for urgent repairs has been reported to Highways and now repaired.
 - 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) – reported to Highways with works programmed. The drain under the railway bridge will be monitored – with no works at present.
 - Nr Entrance to Station Road, from Ashill Road – pothole on carriageway side of drain grating – reported to Highways and will be repaired.
 - Lower Road pothole – reported to Highways.
 - Lower Road – pipe under road partially blocked and will be reported to Highways.
 - Church Lane – many severe potholes with much of the road now undrivable – this will be reported to Highways and the C/CIlr will follow it up to ensure the works are carried out.
 - Road south of the Station Road crossroads – blocked drain reported to Highways - on inspection there was no sign of significant standing water, however, there is some carriageway edge deteriorations and small potholes that will be programmed.
 - Missing manhole cover on verge of Ashill Road – on private land so landowner is responsible and has been advised.
 - Flooding on Church Lane between no's 8 & 11 – reported to Highways.
- b) To receive an update in respect of the Village Gates signage.
- c) 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.
- d) To receive an update to the request to Highways for a 30mph speed limit on Lower Road.

11. To receive a report regarding Council Assets and consider any repairs required.

12. Finance and Governance

- a) To receive a financial report for the year ending 31st March 2025.
- b) To receive the internal auditors report and consider any recommendations.
- c) To approve the annual governance statement in the 2023-24 Annual Return.
- d) To approve the Statement of Accounts in the 2023-24 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 note the insurance renewal (year 3 of a 3 year deal).
- g) To consider approval of the following payments and note any receipts.

PAYMENTS

Clerk (Salary & Office Allowance) – April (includes incremental salary increase)	£tbc (SO)
HMRC – PAYE	£tbc (deducted from credit)
Clerk (Salary & Office Allowance) – May	£tbc (SO)
HMRC – PAYE	£tbc (deducted from credit)
NALC Annual Membership	£177.84
NALC Website Hosting Fee (annual)	£70.00
Council Insurance Renewal	£436.45
Internal Auditor	£40.00
Npower (street lighting)	£368.83*

**, SO or DD indicates payment has been made previously*

RECEIPTS

Precept 2024/25 (1 of 2)	£4,250.00
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13. To consider any correspondence received.

(any correspondence received after the agenda has been published will be circulated at the meeting)

- Dereham Cancer Care – Thank you letter.
- East Anglia Air Ambulance – Thank you letter.
- Swaffham & Litcham Hospice - Thank you letter.

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

15. To confirm the next meeting will be held at 7.30pm on Monday 1st July 2024 in the Tony Evans Centre, Holme Hale Village Hall.

Sheryl Irving
Clerk to the Council
holmehaleparishcouncil@gmail.com
Tuesday 30th April 2024