

HOLME HALE PARISH COUNCIL

Minutes of a meeting of Holme Hale Parish Council held at 7.30pm on Monday 1st July 2024 in the Tony Evans Centre, Holme Hale Village Hall.

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

Sheryl Irving (Clerk)

1. Welcome and apologies for absence.

The Chairman welcomed everyone to the meeting and noted that Cllr McNeil will be arriving late. Apologies received from Cllr West were approved.

2. Election of Vice Chairman and signing of the Declaration of Acceptance of Office form.

The Chairman reported that Cllr McNeil had indicated she was no longer in a position to be Vice Chairman. The Chairman proposed that Cllr McBrien be appointed as Vice Chair, this was seconded by Cllr Broke and unanimously agreed by Council. Cllr McBrien duly signed his declaration of acceptance of office form.

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

There were none received.

4. To approve the minutes of the meeting held on Tuesday 7th May 2024.

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

5. To receive County/District Councillor reports.

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

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

There were no members of the public present.

7. To receive an update regarding the vacancy for a parish councillor.

Council reported that there had been no success in finding a potential new councillor and members were urged to continue to approach parishioners. A notice will again be put on Facebook and Moonraker.

8. Planning Matters

a) To consider any new planning applications.

There were no applications to consider.

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

Council noted the following decisions.

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.	APPROVED.
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.	REFUSED.
3PL/2024/0202/VAR – Woodland End, 9A Lower Road - Variation of conditions 4 and 5 of 3PL/2017/0120/VAR for plot 1 only – amendments.	No comments.	APPROVED.

c) To receive an update regarding enforcement matters.

Council noted that the matter relating to Bilmar had confirmed there had been no breach and the matter relating to the Brown's Lane property continued to be investigated.

d) To receive an update in respect of Norfolk Offshore Wind Zone and the site at Necton and consider any action.

Council noted that the site is now very busy since the purchase by RWE, a German company. Visual mitigation is the only outstanding matter and Breckland will be asked to keep us updated in respect of any progress.

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

Council noted that this application had been approved and the matter will now be removed from the agenda.

f) To receive an update in respect of the Breckland Local Plan consultation and consider any action.

Council noted that none of the sites put forward for development in the village had been approved. The Chairman had attended a planning webinar held by Breckland and said the aim of the 'Local Plan' was to 'improve the quality of life for resident's, however, it was difficult to see how the building of 16,500 houses, without any proper infrastructure or services such as

<https://holmehaleparishcouncil.norfolkparishes.gov.uk/>

doctors, dentists and schools could do that. Over 5,000 new dwellings are planned for the Dereham area.

Council agreed to submit a response to the consultation that 'the proposed increase in housing, with current the lack of infrastructure, schools, doctors, dentists, and roads etc, will not benefit the population of Breckland'.

Council also considered affordable housing in Holme Hale and agreed there did not appear to be a need, however, residents are encouraged to get in touch if they feel there is a case for affordable housing in the village.

9. Highway Matters

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

Council noted the following updates:

- Church Lane/Browns Lane junction – sign knocked over – reported to Highways and now standing.
- Road drains, asphalt surround too high following repairs nr St Andrews Close (2), and corner of School Road and Cook Road (1) – reported to Highways with works programmed, however, Council noted that there had been substantial flooding during the recent heavy storms.
- Church Lane – many severe potholes with much of the road now undrivable – some potholes have been repaired. Water continues to run down the road and a ditch at no.8 needs clearing. This matter has now been resolved.
- Flooding on Church Lane between no's 8 & 11 – Highways has resolved the problem.
- Junction of Church Road and School Road – large pothole reported to Highways.
- Corner of School Road/Cook Road – road broken up around drain grating – marked for repair but will be reported again as rapidly deteriorating – this has now been repaired.
- Corner of School Road/Cook Road & junction with Church Road – potholes reported to Highways and now repaired.
- Overhanging trees etc, encroaching on Station Road/Church Road footpath – the landowner has been asked to investigate and deal.
- Lower Road potholes – reported to Highways.
- Browns Lane, speed signage faded – reported to Highways.
- 30mph speed activated sign Station Road (west) – no longer working and will be repaired.
- Large verge on Cook Road, nr St Andrews Close - large trees need maintenance works, the pavement is covered by low branches and the roots are lifting the pavement. The Chairman reported that investigations revealed this land belonged to Norfolk County Council and they will be asked to investigate and deal.

b) To receive an update in respect of the Village Gates signage and incorrectly fitted bracing.

The Chairman informed Council that he had been made aware the bracing on the gates had been fitted to the wrong side and Highways have been asked to rectify. There was no update on when these works would be carried out, nor the signage installed.

At this point in the meeting, Cllr McNeil arrived.

c) To receive a report regarding garden waste being dumped on highway verges.

The Chairman said he had received reports of garden waste being dumped in a ditch on Cook Road, which is illegal and a letter will be sent to the resident informing them of their responsibilities.

d) To receive a report regarding the resurfacing of Cook Road into School Road.

The Chairman reported that the Bradenham Road had been resurfaced in recent years, Cook Road just recently, leaving a gap on School Road and Highways had been asked if they intended to finish the resurfacing works. No response had been received to date.

10. Council Assets.

a) To consider any action on the loose post at footpath bridge.

In the absence of Cllr West, this item was remitted to the next meeting.

b) To receive an update re the residents association maintenance of the Phone Box.

Cllr McBrien reported that he had spoken to the parishioner who was happy to repaint and repair the phone box. Cllr McBrien proposed that Council fund the material costs of the works, this was seconded by Cllr McNeil and unanimously agreed by Council.

c) To consider maintenance contracts and inspection quotes for the street lighting.

Council considered three quotes, all offering slightly different services and Cllr McBrien proposed approval of the least expensive quote of £105.00 to inspect, test and certify all seven street lights, this was seconded by Cllr McNeil and unanimously agreed by Council.

d) To receive an update on working party action in respect of graffiti.

Council were grateful to Cllr West for removing much of the graffiti and noted there was a small amount still to do.

e) To consider the installation of additional dog bins.

Cllr McNeil suggested additional dog bins be installed in the village, where there are currently gaps. Council noted that permission was required from Breckland and new bins must be sited on public land and have somewhere suitable for the Dog Warden to park to empty. Cllr McNeil will bring site proposals to the next meeting for consideration.

f) To consider the installation of additional benches.

Cllr McNeil suggested additional benches be installed in the village as there were not many places to sit. She suggested Red Lion Close and St Andrew's Close as two examples. Cllr McNeil will bring site proposals to the next meeting for consideration.

Council noted that the parishioner who had kindly offered to renovate the bus shelter on School Road had now left the village. The paint has been purchased and a local contractor will be asked to quote to clear the ivy and branches and repair and paint the wood.

11. Finance and Governance

a) To receive a financial report for the year ending 31st March 2025.

The financial report (attached) was noted.

b) To consider the Breckland Ward Boundary Review - Initial Consultation.

Council noted the review and had no comments.

c) To consider payment for cutting of the Village Green.

Council noted the request from the PCC and Cllr McBrien proposed approval of the annual payment of £85.04, which included an inflationary increase, this was seconded by Cllr McNeil and unanimously agreed by Council.

d) To receive a report regarding Council banking options and to consider moving providers.

Council noted the banking options available and agreed the Co-op and Nationwide be considered as alternative providers who could deliver internet banking, with two signatories.

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

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

PAYMENTS

Clerk (Salary & Office Allowance) – June	£281.80 (SO)
HMRC – PAYE	£4.20 (deducted from credit)
Clerk (Salary & Office Allowance) – July	£281.80 (SO)
HMRC – PAYE	£4.20 (deducted from credit)
Village Green Grass Cutting	£42.52

RECEIPTS

VAT Return 2023/24	£999.92
Bank Interest	£5.44
Bank Interest	£6.41

12. To consider any correspondence received.

There was no correspondence to note.

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

There were no new items received for the next agenda.

14. To confirm the next meeting will be held at 7.30pm on Monday 2nd September 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 9.08pm.

Signed: _____

Date: _____

HOLME HALE PARISH COUNCIL					
YEAR ENDING 31ST MARCH 2025					
FINANCIAL REPORT - JULY 2024					
BUDGET UPDATE	Budget	To	%		
	2024/25	date	Spend		
PAYMENTS*				Balance at 01.04.2024	9,089.36
Admin	1,313	771	59%	Plus Receipts at 25.04.2024	5,262.02
Salary	3,516	1,087	31%	Less Payments at 25.04.2024	657.09
Permissive Pathway	619	-	0%	TOTAL	13,694.29
Grass Cutting	1,978	515	26%	Bank Balance at 25.04.2024	
Street Lights	350	353	101%	Current Account	8,801.15
Grants/Donations	1,220	-	0%	Business Reserve Account	4,893.14
Projects**	25	-		TOTAL	13,694.29
TOTAL	9,021	2,726	30%	Less outstanding payments	-
			Received	Plus outstanding deposits	-
RECEIPTS				TOTAL	13,694.29
Precept	8500	4,250	50%		
Bank Interest	25	12			
Grants	0	-			
Salary	0	7			
TOTAL	8525	4,269	50%		
SURPLUS/DEFICIT	-496	1,543			
<i>*includes payments as listed on agenda.</i>					