

HOLME HALE PARISH COUNCIL

Minutes of a meeting of Holme Hale Parish Council held at 7.30pm on Monday 6th January 2025 in the Tony Evans Centre, Holme Hale Village Hall.

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

One Member of the Public
Sheryl Irving (Clerk)

1. Welcome and apologies for absence.

The Chairman welcomed everyone to the meeting. There were no apologies for absence.

The Chairman reported the resignation of Cllr Johnson and that the vacancy will be advertised. Anyone interested in joining the Council is advised to speak to any Councillor or to contact the Clerk.

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

Cllr Broke declared an interest in item 6.e and will take no part in the discussion.

3. To approve the minutes of the meeting held on Monday 4th November 2024 and the extra ordinary meeting held on Thursday 28th November 2024.

Cllr McBrien proposed that the minutes be accepted as a true record of the meeting held on Monday 4th November 2024, this was seconded by Cllr Joll and unanimously agreed by Council. Cllr McBrien proposed that the minutes be accepted as a true record of the meeting held on Thursday 28th November 2024, this was seconded by Cllr Joll 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 applications to consider.

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

Council noted that the following application has been approved.

- PL/2024/0857/HOU – Dunkery, 7 Church Lane - Proposal: Ground floor extension to rear, new raised roof allowing for rooms in the roof, replacement windows and doors, front facing porch, new external insulation and cladding – ‘no comments’ submitted.

Council noted that the following application remains pending.

- PL/2024/0950/VAR – Bilmar, Station Road - Proposal: Removal of condition 9 (contaminated land) attached to 3PL/2023/1019/F for construction of a new 4 bedroom bungalow, garage and access – ‘no comments’ submitted.

c) To receive an update regarding enforcement matters.

There was no update in respect of this matter and Council agreed a request for an update should be made.

d) To receive an update in respect of Norfolk Offshore Wind Zone and the site at Necton and note comments submitted in respect of Planning Application 3DC/2024/0155/DCO - Vanguard Sub-Station Necton.

Council noted that the application has been discharged and this item will now be removed from the agenda until such time as any new issues are raised.

e) To receive an update in respect of the proposed Drovers Solar Farm and High Grove Solar Farm and related matters, including the Village meeting to receive feedback regarding High Grove.

The Chairman reported that he and Cllr McBrien had attended the webinar meeting held on 12th December 2024 of the Mid Norfolk Solar Farm Action Group set up by George Freeman, MP. All parishes in mid-Norfolk impacted by the proposals had been invited with most represented at the meeting.

The Chairman reported that the formal planning process had not yet begun but four medium sized sub-stations were proposed, at Ashill, Bradenham, Marham and Swaffham. Concerns were also raised regarding the construction process, noise and additional heavy vehicles.

The Parish Council has made arrangements for a Village Meeting to be held at 7.30pm on Tuesday 28th January 2025 to gauge the views of residents. D/Cllr Nigel Wilkin and Robin Hunter-Clarke, Campaigns and Communications Director for George Freeman MP, will be in attendance. Unfortunately, High Grove have refused to send a representative but Cllrs Scarlett and McBrien will present adequate information for consideration of attendees. A leaflet drop will distribute details of the meeting to every household.

Cllr McBrien will attend the CPRE Group Meeting at Swaffham on the 21st January 2025.

f) To consider the Planning Reform White Paper.

Council noted the recently published White Paper and an online consultation is available for anyone to complete individually.

7. Highway Matters

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

Council noted the following updates:

- Road drains, asphalt surround too high following repairs nr St Andrews Close (2), and corner of School Road and Cook Road (1) – reported to Highway Rangers and the steelwork is now higher than the tarmac in places so will be reported once again.
- Overhanging trees etc, encroaching on Station Road/Church Road footpath – the landowner will deal.
- Trees on large verge on Cook Road, nr St Andrews Close – Highways have been asked to look at this again.
- Cook Road, outside Homeleigh, four potholes – reported to Highways and repaired.
- A fingerpost under the bridge archway on Ashill Road/Station Road has fallen and will be reported to Highways.

Council noted that the speed camera is currently on Station Road and will shortly be moved back to Cook Road.

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

Council noted that the signage has now been installed and the bracing corrected and this item can be removed from the agenda.

8. Council Assets.

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

Council noted that no action had yet taken place.

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

Council noted that repairs will be carried out in due course once the weather has improved.

c) To receive an update re action in respect of graffiti and other vandalism.

Council noted that vandalism continues to be a problem, with new graffiti on the BT Box at St Andrews Close. The graffiti tag will be sent to the Local Beat Manager who is investigating.

d) To receive an update regarding the installation of a new dog bin at Church Lane and the related RWE grant application.

Council noted that an application to the RWE Fund had been submitted and a decision is awaited.

e) To receive an update regarding the installation of a new bench at Red Lion Close and the related RWE grant application.

Council noted that an application to the RWE Fund had been submitted and a decision is awaited. Council also noted the new benches on Brown's Lane installed by Necton Parish Council.

f) To receive an update in respect of the School Road Bus Shelter renovation.

Council noted that the roof and bench will be cleaned once the weather improves.

9. To note the meeting dates for 2025.

Council noted the meeting dates for 2025, as follows.

- Monday 3rd March
- Monday 7th April (Annual Parish Meeting)
- Tuesday 6th May (Annual Council Meeting)
- Monday 7th July
- Monday 1st September
- Monday 3rd November

10. 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 draft budget and set the precept for the year ending 31st March 2026.

Council considered the draft budget and, given increasing costs and decreasing reserves, Cllr Scarlett proposed that the budget be approved and an increase of £500, to £9,000, in respect of the precept for the year ending 31st March 2026, this was seconded by Cllr Joll and put to the vote. With five in favour and one against, the vote was carried. This will result in an annual increase of £1.11 for a Band D council tax payer.

c) To receive an update regarding the change of Council banking providers.

Cllr McBrien proposed that TSB be considered and, if unsuitable, then Council change bankers to Unity Trust bank as soon as possible, this was seconded by Cllr McNeil and unanimously agreed by Council.

d) To review the following policy documents.

Cllr McBrien proposed approval of the three updated policy documents, this was seconded by Cllr Broke and unanimously agreed by Council.

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

In respect of the Asset Register, the Village Gates will be added and insurance cover confirmed, before consideration of approval at the next meeting.

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 Broke and unanimously agreed by Council. The receipts were noted.

PAYMENTS

Clerk (Salary & Office Allowance) – December	£362.07
(including pay award and back dated arrears – to 01.04.2024)	
HMRC – PAYE	£24.20 (deducted from credit)
ICO – Data Protection Registration	£35.00 (DD)
Clerk (Salary & Office Allowance) – January	£291.23 (SO)
HMRC – PAYE	£6.80 (deducted from credit)

RECEIPTS

Bank Interest	£17.22
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11. To consider any correspondence received.

Breckland Ward Boundary Review - Draft Recommendations – Council noted the proposed changes to the Ward, with Holme Hale moving to Ashill, with Bradenham. Holme Hale are currently in a Ward with Necton.

12. To receive any new items for the next agenda.

There were no new items received for the next agenda.

13. To confirm the next meeting will be held at 7.30pm on Monday 3rd March 2025 in the Tony Evans Centre, Holme Hale Village Hall.

Council noted the date of the next Council meeting, and the Village Meeting being held on the 28th January 2025. The Chairman then closed the meeting at 8.52.

Signed:

Date:

HOLME HALE PARISH COUNCIL					
YEAR ENDING 31ST MARCH 2025					
FINANCIAL REPORT - JANUARY 2025					
BUDGET UPDATE	Budget	To	%	Balance at 01.04.2024	9,089.36
	2024/25	date	Spend	Plus Receipts at 24.12.2024	9,559.44
				Less Payments at 24.12.2024	6,855.25
PAYMENTS*				TOTAL	11,793.55
Admin	1,313	901	69%		
Salary	3,516	2,814	80%	Bank Balance at 24.12.2024	
Permissive Pathway	619	618	100%	Current Account	6,852.99
Grass Cutting	1,978	1,975	100%	Business Reserve Account	4,940.56
Street Lights	350	458	131%	TOTAL	11,793.55
Grants/Donations	1,220	-	0%	Less outstanding payments	-
Projects**	25	-		Plus outstanding deposits	-
TOTAL	9,021	6,767	75%	TOTAL	11,793.55
			Received		
RECEIPTS					
Precept	8500	8,500	100%		
Bank Interest	25	36			
Grants	0	-			
Salary	0	7			
TOTAL	8525	8,542	100%		
SURPLUS/DEFICIT	-496	1,776			
<i>*includes payments as listed on agenda.</i>					