

HOLME HALE PARISH COUNCIL

The Annual Meeting of Holme Hale Parish Council will be held at 7.30pm on Tuesday 6th May 2025, 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 3rd March 2025.**
- 6. To receive County/District Councillor reports.**
- 7. Open Forum for Public Participation (max 15 minutes).**
- 8. Planning Matters**
 - a) To consider any new planning applications.
 - Applications received after the publication of the agenda (<http://planning.breckland.gov.uk/OcellaWeb/planningSearch>).
 - b) To note any planning decisions (information only).
 - 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 –GRANTED.
 - PL/2025/0342/FMIN – Cutbush Barns, Common Road, Ashill - regularising application for a replacement dwelling and annex, following previous granting of planning for conversion of existing barns under planning reference 3PL/2018/1167/F – PENDING.
 - PL/2025/0496/HOU – 30 Station Road - two Storey Rear Extension – PENDING.
 - c) To receive an update regarding enforcement matters.
- 9. To receive an update in respect of the proposed High Grove Solar Farm and related matters, including consideration of approval for a professional mitigation report.**
- 10. Highway Matters**
 - a) To receive updates on highway faults previously reported and to receive any new reports.

- Road drains, asphalt surround too high with steel work showing nr St Andrews Close (x2), and corner of School Road and Cook Road (x1) – reported to Highways again but no action to date.
 - Trees on large verge on Cook Road, nr St Andrews Close – does not meet Highways criteria so no action will be taken.
 - Browns Lane potholes reported to Highways.
 - Water leak on Station Road reported to Anglian Water.
- b) To receive an update regarding the SAM II Speed Camera.
- c) To consider a request to Highways for a footpath on Station Road.

11. Council Assets.

- a) To receive an update re maintenance of the Phone Box.
- b) To consider quotations to install a new bench at Red Lion Close
- c) To receive an update in respect of the School Road Bus Shelter renovation.
- d) To consider any action in respect of the Station Road Notice Board.
- e) To receive a report regarding the annual inspection of assets.

12. Finance and Governance

- a) To receive a financial report for the years ending 31st March 2025 and 2026.
- b) To receive an update regarding the change of Council banking providers.
- c) To receive an update regarding the Council insurance renewal.
- d) To receive the internal auditors report and consider any recommendations.
- e) To approve the annual governance statement in the 2024-25 Annual Return.
- f) To approve the Statement of Accounts in the 2024-25 Annual Return.
- g) To approve the certification of exemption from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015.
- h) 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)
Internal Auditor	£45.00
Clerk (Salary & Office Allowance) – May	£tbc (SO)
HMRC – PAYE	£tbc (deducted from credit)
Bank Charges x 2 months	£12.58

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

RECEIPTS

Bank Interest	£13.76
Breckland – Precept	£4,500.00

13. To consider any correspondence received.

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

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

15. To confirm the next meeting of the Parish Council will be held at 7.30pm on Monday 7th July 2025 in the Tony Evans Centre, Holme Hale Village Hall.

Sheryl Irving, Clerk to the Council
Monday 28th April 2025