**HOLTON PARISH COUNCIL**

**Notice of meeting**

**There will be a meeting of Holton Parish Council on**

**Wednesday 1st November 2017 at 7.30 pm**

**Holton and Blyford Village Hall**

Dawn Henry, Clerk to Parish Council

[clerkholtonparishcouncil@gmail.com](mailto:clerkholtonparishcouncil@gmail.com)

**AGENDA**

|  |  |
| --- | --- |
| 1. **Chair’s welcome**. | |
| 1. **PUBLIC FORUM**   *Residents are welcome to give their views and ask questions about issues on this agenda or to raise items for consideration at a future Parish Council meeting* | |
| 1. **apologies for absence.** | |
| 1. **Declaration of interest**, pecuniary and non-pecuniary. | |
| 1. **Minutes of previous meeting**   To **approve** as a true and accurate record the minutes of 6th and 27th September 2017 | |
| 1. **BUS SHELTER** | |
| 1. **Consultation** 2. To **note** and **consider** SALC’s response to the following consultations *(previously circulated)*  * Precept changes * Right Homes consultation * Councillor Disqualification | |
| 1. **DATA PROTECTION legislation** 2. To **note** changes to the Data Protection Regulation come into force May 2018 and required the Parish Council to appoint a Data Protection Officer (DPO). | |
| 1. **Finance** 2. To **note** the receipts and **authorise** the following payments  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | Receipts |  | Payments |  | VAT | Total | | 2nd Precept | 4,838.50 | Clerk's Salary (Oct - Nov) | 502.14 | 0 | 502.14 | |  |  | HMRC | 251.20 | 0 | 251.20 | |  |  | Stationery items | 9.32 | 1.16 | 10.48 | |  |  | S137 grant Holton & Blyford Post | 275.00 | 0 | 275.00 | |  |  | S137 grant Holton & Blyford Village Hall | 600.00 | 0 | 600.00 | |  |  | Annual web-site hosting fee, CAS (One Suffolk) | 50.00 | 10.00 | 60.00 | |  |  | Community News (Adverts x2) | 80.00 | 16.00 | 96.00 | |  |  | BDO (External Audit fee) | 130.00 | 26.00 | 156.00 | |  |  | Insurance renewal | 487.02 |  | 487.02 | |  |  |  |  |  | **2437.84** |  1. To **receive** and **note** the External Auditors report and recommendations 2. To **note** BDO ceases to be Small Authority Auditors. Notification of new External Auditors will be notified in due course. 3. To **consider** a financial contribution towards the Halesworth Free Car Parking scheme | |
| 1. **GOOD NEIGHBOUR SCHEME** (Halesworth Division Meeting request) | |
| 1. **Holding trusteeship – holton & blyford village hall - update** | |
| 1. **Holton Pits** 2. To **consider** the most recent communication from CEMEX | |
| 1. **Neighbourhood planS:** To **receive** updates in relation to  * Waveney Local Plan * Halesworth Town Council meeting – September 2017 | |
| 1. **PLANNING DECISIONS/APPLICATIONS** 2. To **note** Planning Permission was granted for DC/17/3358/FUL, Holton & Blyford Village Hall 3. To **consider** planning application - DC/17/4171/FUL – Wenhaston Quarry, Health Road, Wenhaston With Mells Hamlett   Full planning for change of use of the site to provide holiday lodge accommodation and associated leisure activities. | |
| 1. **recruitment update** | |
| 1. **REPORTS: TO reCEIVE AND NOTE THE FOLLOWING** 2. County Councillor, District Councillor. 3. To **note** the Village Hall Committee will be forwarding a copy of their minutes following each meeting by way of an update. | |
| 1. **REPRESENTATION** 2. To **consider** selecting two members to sit on the Villages Community Fund Panel for a 12-month period. | |
| 1. **Road Saftey** 2. To **consider** parishioners concerns in relation to Pot Hole and subsidence in Mill Road 3. To **note** the Halesworth Parishes Meeting and County Councillor Goldson **resolved** to take the request of Double Yellow Lines on both sides of Beccles Road from the junction with Bungay Road to Holton Church entrance to the Highways Authority. To further **note** no financial contribution was mentioned. 4. To **receive** an update on the VAS Scheme. | |
| 1. **Late mail** | |
| 1. **to note correspondance and circulars** | |
| Item | Date circulated |
| Chair’s invitation to WDC Christmas Carol Service | Meeting 1.11.17 |
| SALC Response -Precept Consultation | 29.10.17 **+** Agenda item |
| SALC Response - Right Homes consultation | 29.10.17 **+** Agenda item |
| SALC Response - Councillor Disqualification | 29.10.17 **+** Agenda item |
| Holton & Blyford Village Hall Minutes 2.10.17 | 29.10.17 |
| SALC New Course: Finance for Councillors | 26.10.17 |
| SALC New Course: Finance for Clerks & RFOs | Currently N/A |
| Parliamentary Constituency Boundary Review | 23.10.17 |
| SALC weekly information bulletin w/c 16 October 2017 (Contained HPC Clerk Advert) | Content N/A |
| SALC weekly information bulletin w/c 2 October 2017 | Content N/A |
| SALC weekly information bulletin w/c 25 September 2017 | Content N/A |
| SALC New Course: Contracts and Procurement | Currently N/A |
| Rough Sleeper Count 2017 | N/a |
| SALC AGM 7th November 2017 | 19.9.17 |
| 1. **DATE OF NEXT MEETING**   Wednesday 10th January 2018, Holton and Blyford Village Hall, 7.30 pm | |