**HOLTON PARISH COUNCIL**

**MINUTES OF THE COUNCIL MEETING HELD ON**

**Wednesday 27th September 2017**

**HOLTON AND BLYFORD VILLAGE HALL**

**Meeting Commenced at 19.30 hrs**

**Finished at 19.50hrs**

1. The Chair welcomed everyone present to the meeting
2. **PRESENT:** Councillors G Cackett (Chair), D Fosdike, M Hart*,* N Kerridge, R Stephenson.

 **In attendance:** D Henry, Clerk.

1. **PUBLIC FORUM:** There were no members of the public in attendance.
2. **APOLOGIES FOR ABSENCE:** Cllr. D Davis,
3. **DECLARATIONS OF INTEREST:** No pecuniary or non-pecuniary were declared.
4. **PLANNING DECISIONS/APPLICATIONS**

Application **DC/17/4005/FUL** - Construction of a steel portal frame, composite clad industrial building - Unit 2, Southwold Road, Industrial Park, Southwold Road, Holton. Members **agreed** to recommend approval subject to neighbours’ comments.

 ***Proposed*** Cllr. Fosdike. ***Second*** Cllr. Hart. ***Unanimously agreed.***

1. **LATE MAIL**

7.1 Recruitment: Members **noted** that no call had been made for an election and the Statutory period had been completed. Following discussion, members **agreed**

7.1.1 The position of Councillor and Clerk would be advertised in the Community News, Parish Notice Board, SALC’s website and weekly bulletin.

7.1.2 Cllrs. Cackett, Fosdike & Hart would form the short-listing and interview panel for the Clerk’s position

7.1.3 Short-listing would take place 30th October 2017 at 19.30hrs

7.1.4 Interviews Monday 6th November 2017 at 18.00hrs

7.2 Members **noted** the late arrival of the Insurance Premium and CAS agreement for payment to be made following the November meeting. The insurance cover would remain enforce during this period.

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| **DATE OF NEXT MEETING****Wednesday 1ST November 2017, 7.30 pm, Holton and Blyford Village Hall** |

Meeting finished at 19.50hrs