

HOLTON PARISH COUNCIL
**MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 13TH JULY 2015 AT
HOLTON & BLYFORD VILLAGE HALL**

PRESENT: Councillors D Fosdike (Chair), M Hart, R Stephenson, D Davis, G Cackett, M Jones, N Kerridge. Cllr A Cackett (WDC). Sophie Cannell (Chair, Village Hall)

PUBLIC FORUM

No members of the public present.

APOLOGIES – Tony Goldson (SCC), Police (Sent Report attached)

1. MINUTES OF THE LAST MEETINGS

Minutes of Annual Parish Council Meeting – 27th May 2015

Proposed by Cllr R Stephenson, Seconded by Cllr M Hart. All in Favour (AIF)

Annual Council Meeting - 27th May 2015

Proposed by Cllr R Stephenson, Seconded by Cllr M.Hart. (AIF)

Parish Council Planning Meeting - 17th June 2015

Proposed by Cllr M Jones, Seconded Cllr R Stephenson (AIF)

2. DECLARATIONS OF INTEREST

Cllr G Cackett – Clerks Salary – Item 10

Cllr D Fosdike/Cllr M Jones – Item 5

Chairman Declaration of Office signed

3. PLAYAREA – INSPECTION

The Clerk explained that various works had already been completed.

2 new swing seats, tripping hazard to the bench table, fencing at top of field.

Some additional works are required and it was requested that the clerk obtain a full quote or all remaining works and bring to the next meeting. Proposed by MJ/Seconded by MH.AIF

4. NHS CONSULTATION - "Shape of the System"

The Clerk advised of recent meetings etc regarding this matter and ensured that all Councillors had a copy of the document. All comments need to be in by 2nd September.

It was agreed that comments must be back to the Clerk by 31st August, to be sent in by 2nd September. Proposed by MH/Seconded by GC AIF

5. SCHOOL CLOCK REPAIRS

Clerk advised the school clock had been serviced and that the dial needed repair. A quote had been provided for approximately £859.60 + VAT and that the school had sent a donation of £250 towards the works of repairing the dial.

A letter of thanks has been sent to the school and for their co-operation in allowing access etc. It was agreed that the works would go ahead. Proposed by RS/Seconded by MJ. AIF

6. INTERNAL AUDIT REPORT

Internal Audit report was good, with no issues. External Audit papers to be sent off in the next few days.

7. DOG FOULING OF FOOTPATHS

A letter had been received from the School Governors regarding dog fouling outside the school entrance. The Clerk had been over to see Mrs Righton and discussed the matter. Mrs Righton agreed that no action could be taken as it appeared to be a one off and there was already a dog bin outside the school. The Clerk agreed to put a further item in The Holton Post and Mrs Righton was going to arrange for the children to do some posters to put on the fence. *A letter of acknowledgement was sent to the Governors and confirmation regarding the discussion with Mrs Righton.*

8. COUNCILLOR'S REPORTS

- Transport Representative (Cllr D Davis)– Nothing to report.
- Emergency Planning (Cllr Cackett) – Hoping to get a draft document by the November meeting.

9. FINANCE

Bank Reconciliation

Payments

Clerk Salary - £438.40

Proposed by RS/Secoded by DD (GC did not vote)

Clock Maintenance - £284.40 in VAT £47.40

Hall Hire – Extra Meeting - £5.00

HMRC - £109.60

Uncontested Election Costs - £126.42

Halesworth Stationers - £8.62 + VAT £2.16

Proposed En-Block by RS/ Secoded by MJ. AIF

10. CORRESPONDENCE

- First Magazine
- Local Councillor Magazine
- Late Mail
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11. REPORTS:

VILLAGE HALL – Sophie Cannell introduced herself as the new Chair of the Village Hall and gave a short report which is attached. It was agreed that a new representative was needed on the Village Hall Committee as the Clerk was already representing several other organisations. *Cllr D Davis agreed to this.*

POLICE – Apologies received, but report sent as attached.

Next meeting Wednesday 9th September 2015, Meetings as follows: 4th November, 6th January