**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

**AGENDA**

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| --- |
| 1. **Chair’s welcome**.
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| 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.**
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| 1. **Declaration of interest**, pecuniary and non-pecuniary.
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| 1. **Minutes of previous meeting**

To **approve** as a true and accurate record the minutes of 6th and 27th September 2017 |
| 1. **BUS SHELTER**
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| 1. **Consultation**
2. To **note** and **consider** SALC’s response to the following consultations *(previously circulated)*
* Precept changes
* Right Homes consultation
* Councillor Disqualification
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| 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).
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| 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
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| 1. **GOOD NEIGHBOUR SCHEME** (Halesworth Division Meeting request)
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| 1. **Holding trusteeship – holton & blyford village hall - update**
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| 1. **Holton Pits**
2. To **consider** the most recent communication from CEMEX
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| 1. **Neighbourhood planS:** To **receive** updates in relation to
* Waveney Local Plan
* Halesworth Town Council meeting – September 2017
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| 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**
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| 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.
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| 1. **REPRESENTATION**
2. To **consider** selecting two members to sit on the Villages Community Fund Panel for a 12-month period.
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| 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.
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| 1. **Late mail**
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| 1. **to note correspondance and circulars**
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| 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 |