**HOLTON PARISH COUNCIL**

**Notice of meeting**

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

**Wednesday 3rd May 2017 immediately following the Annual Meeting of Parish Council**

**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.**
* Cllr. Stephenson
 |
| 1. **Declaration of interest**, pecuniary and non-pecuniary.
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| 1. **Minutes of previous meeting**
2. To **approve** as a true and accurate record the minutes of
* 4th January 2017 (deferred from 1.3.17) previously circulated
* 13th January 2017 (deferred from 1.3.17) previously circulated
* 1st March 2017
* 5th April 2017
 |
| 1. **to consider the annual meeting of the parish**
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| 1. **BERNARD MATTHEW’S FACTORY HOLTON -** Information update
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| 1. **To consider communication received on dog fouling**
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| 1. **TO NOTE REcENT FREEDOM OF INFORMATION REQUEST AND consider future storage of records**
 |
| 1. **Holton Pits -** Information update
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| 1. **LORD NELSON PUBLIC HOUSE PROPOSAL** (mIN:4.5.2017 Par 6)

To **consider** advice received and proposed offer (previously circulated) |
| 1. **PLANNING DECISIONS/APPLICATIONS**
2. To **note** Planning Application **DC/17/1041/FUL** Granted
3. To **consider** Planning Application DC/17/1012/OUT – Fairview Farm

Construction of 22 dwellings, associated parking1. Information **update** Section 106 (SIL) funding Pine Tree Close development
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| 1. **Play Area update**
2. Grass slope sign
3. To note the multiplay unit had been damaged and subsequently repaired
4. HAG visit
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| 1. **review and adoption the risk assessment**
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| 1. **INTERNAL CONTROL STATEMENT FOR YEAR ENDING 31ST MARCH 2017**
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| 1. **ROAD SAFETY**
2. Parking Restriction (Min:1st March 2017, para 13.1)
3. To **receive** an update on the Vehicle Activated Scheme (VAS)
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| 1. **TeLEPHONE KIOSK AND DEFIBrillatOR** – Information update
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| 1. **FINANCE**
2. To **receive** the Financial Accounts and bank reconciliation for 2016/17
3. To **note** the receipts and **authorise** the payments for the period to 29th April 2017.

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| Receipts |   | Payments |  | VAT | Total |
| 1st Precept 17/18 | 4838.50 | SALC Payroll Qtr. 4 £18 (- £8.10 credit) | 9.90 | 3.00 | 9.90 |
|  |   | SALC Training | 125.00 | 25.00 | 150.00 |
|  |   | SALC Subscription Local Cllr. & NALC | 331.20 | 0.00 | 331.20 |
|  |   | Stationery items |  | 3.16 | 18.96 |
|  |   | Clerk's Salary Qtr. 4 | 544.16 | 0.00 | 544.16 |
|  |   | HMRC | 136.00 | 0.00 | 136.00 |
|  |  |   |   | 0.00 | 0.00 |
|  |  |  |  |  | **1190.22** |
|  |  |  |  |  |  |

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| 1. **TO RECEIVE AND NOTE THE FOLLOWING REPORTS**
* County Councillor, District Councillor, Village Hall
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| 1. **To consider moving to electronic receipt of forthcoming correspondence.**
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| 1. **CORRESPONDENCE AND DOCUMENTS RECIEVIED**
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| 1. Circulated by email:
 | *Date sent* |
| * SALC Bulletin
 | 23.4.2017 |
| * Sizewell C Update
 | 4.4.2017 |
| 1. In folder
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| * The Local Council Newsletter
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| 1. For noting
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| * Acknowledgement & thank you for contribution to free parking in Halesworth
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| * Norse Grass cutting information
 |  |
| 1. Late mail
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| 1. **DATE OF NEXT MEETING**

Wednesday 5th July 2017, 7.30pm Holton & Blyford Village HallFuture datesWednesday 6th Sept 2017, Wednesday, 1st November 2017, Wednesday 10th January 2018 |