# **HOLTON PARISH COUNCIL**

Minutes of the Annual Meeting of the Parish Council held in Holton Village Hall at 7.30pm on Wednesday 30th May 2018.

Present: Cllr. G Cackett, Cllr. M Hart, Cllr. D Fosdike, Cllr. B Stephenson, Cllr. N Kerridge, Cllr. E Rolph, Cllr. R Day, District Cllr. A Cackett, Elaine Day Clerk and 3 Parishioners.

1. (i) Cllr. Stepenson proposed Cllr. Hart as Chair. This was seconded by Cllr. Day. All voted in favour. The declaration of acceptance of office was then completed.

(ii) Cllr. Hart proposed Cllr. Day as Vice Chair Cllr. Fosdike seconded. All voted in favour.

1. Chair welcomed all to meeting. Apologies for absence were received and accepted on behalf of County Cllr. Goldson.
2. Cllr. Day expressed financial interest in agenda item 9 and Cllr. Hart expressed financial interest in agenda item 11 (iii).
3. There were no requests for dispensation to vote.
4. Councillors code of Practice was proposed for adoption by Cllr. Day and seconded by Cllr. Rolph. All voted in agreement.
5. Standing order were proposed for adoption by Cllr. Fosdike and seconded by Cllr. Hart. All voted in agreement.
6. Financial Regulations were proposed for adoption by Cllr. Day and seconded by Cllr. Rolph. All voted in agreement.
7. The following members were appointed:

Village Hall Committee: Deferred

SALC Representative: Cllr. Day

Lorry Watch observer: Clerk

1. (Cllr. Day took no part in discussion.)

Cllr. Fosdike proposed Mrs Elaine Day as Responsible Financial officer this was seconded by Cllr. Hart and all voted in favour.

1. Cllr.Fosdike proposed SALC as internal auditors for 2018/19. Seconded by Cllr. Rolph. All voted in agreement.
2. (i) DC/18/1973/FUL – Rear and side extension at Duke House, Beccles Road, Holton - No objection.

(ii) DC/18/1662/FUL – Single storey annex at 13 Church View, Holton – No objection subject to no adverse neighbour comment regarding material used externally for finish and proposed scale of annex.

Cllr. Hart left the meeting room at 7.53pm.

(iii) DC/18/1998/OUT – Outline Application (All Matters Reserved) – Construction of a detached dwelling. Gavelcroft, Bungay Road, Holton – No objection at this stage in principle. Parish Council may comment further upon receipt of detailed application.

Cllr. Hart returned to meeting room 7.59pm.

1. Bank balances 09/05/18 are as at previous meeting as no bank statements have been received in the interim. 1 cheque for approval and signature.

Amount VAT element

 Clerk Salary (May) £262.33

1. Meeting closed 8.10pm. Date of next meeting May 2019.