# **HOLTON PARISH COUNCIL**

Clerk Elaine Day edayhpc@gmail.com

Minutes of the Zoom Meeting of the Parish Council held at 7.00pm on Tuesday 26th 2020.

Present: Cllr. R Day (Chair), Cllr. E Rolph, Cllr. G Cackett, Cllr. J Stephenson, Cllr. Mendham, Cllr. C Knevett and Elaine Day Clerk.

1. Chairman welcomed Councillors to virtual meeting. Full briefings had been provided pre meeting on all agenda items in order that members had sufficient time to consider.
2. **Public Forum** – There were no requests from Parishioners to raise specific matters.
3. A declaration of interest had been received by Cllr. Cackett in respect of Planning application DC/20/1244/FUL and he had not been involved with the decision process. (See agenda item 10)
4. No requests for dispensation to vote.
5. Cllr. Rolph proposed acceptance of the minutes to the meetings dates 11/03/20, Cllr. Stephenson seconded and all voted in agreement.
6. **REPORTS:** Clerk report:

* Initial information leaflets regarding support service for vulnerable residents during lockdown were delivered within the village by volunteers working with Chair (Holton Parish Council) and Halesworth Town Council. Thank you to those stepping forward to help.
* Parish Council supported the appeal by Halesworth Town Council to provide fresh produce as part of the food bank. A £200.00 donation made.
* Any items carried forward from meeting 11/03/20 will be carried forward to next meeting.

1. Internal Audit had been circulated to members pre meeting. (See RFO report)
2. Members considered the Annual Governance Statement.
3. (i) Cllr. Knevett proposed signature on behalf of the Parish Council of the 2019/20 Governance Statement. Cllr. Stephenson seconded and all vote in agreement.

(ii) Cllr. Stephenson proposed approval of the Accounting Statement/Certificate of Exemption for 2019/20. Cllr. Mendham seconded and all voted in agreement.

1. **Planning**. Decisions made regarding the following planning applications were ratified, these having been discussed and responses agreed by Cllrs.

**DC/20/1465/FUL, DC/20/1119/ARM**, **DC/20/1570/FUL and DC/20/1244/FUL – Parish Council responses can be viewed via https://publicaccess.eastsuffolk.gov.uk/online.**

1. Cllr. Day had provided a summary of Parish Council expenditure and budgets for previous 3 years and proposed that funding was increased by £3k towards the playground project. This is to partially offset the failure of the lottery fund to support the project by way of grant funding. Cllr. Rolph seconded and all voted in favour. As a result the Parish Council will place an order for equipment to the value of total funds raised and held as at 23/06/20.

(This is an amendment to an earlier proposal and may require a reduction in the proposed specification of the equipment)

1. **Correspondence: NONE**
2. **RFO Report, bank reconciliation.**

**List of cheques for approval and signature.**



RFO report proposed for acceptance by Cllr. Rolph seconded by Cllr. Cackett and unanimously approved.

1. Date of next meeting to be advised in line with Government instructions regarding Public Meetings reinstatement.

Meeting closed at 7.31pm