# **HOLTON PARISH COUNCIL**

Clerk Elaine Day edayhpc@gmail.com

Minutes of the Meeting of the Parish Council held in Holton & Blyford Village Hall at 7.30pm on Thursday 17th September 2020.

Present: Cllr. R Day (Chair), Cllr. E Rolph (Vice Chair), Cllr. B Stephenson, Cllr. N Kerridge, Cllr. C Knevett, Cllr. G Cackett, Elaine Day Clerk and 2 Parishioners.

1. Chairman welcomed all to meeting. Apologies received and accepted on behalf of District/County Cllr. Goldson, District Cllr. Cackett and Cllr. Mendham.
2. **Public Forum:** Two Parishioners representing HoPE gave their views on signage for the new play area and suggested the acknowledgement for sponsors should include a design from the result of a competition at village school. A proforma will be forwarded for consideration. (Full report on Play area under item 8)
3. **Declaration of interest** were received and noted from Cllrs. Stephenson and Rolph (item 7 iii) and Cllr. Day (item 9). The councillors would take no part in discussing these agenda items and would leave the meeting room whilst discussion took place.
4. **Requests for dispensation to vote:** No requests for dispensation to vote.
5. The minutes to the zoom meeting dated 19/08/2020 were proposed for acceptance and signature by Cllr. Cackett and seconded by Cllr. Day. All voted in agreement.
6. The discussions around possible VAS scheme and purchase of equipment were postponed in order to involve Cllr. Goldson. (Carry forward to next meeting)
7. **Planning:**
8. DC/20/3221/LBC – Installation of replacement windows to front of property – Forge House, The Street, Holton IP19 8PN – Unanimously approved.
9. DC/20/3308/FUL – Single storey rear extension front porch, pitched roof over existing garage – 2 Douglas Close, Holton IP19 8QE – Unanimously approved.
10. DC/20/3070/FUL – Construction of 15 New Dwellings – Land to rear of Pine Tree Close, Holton – Cllr. Cackett proposed agreement subject to a request for the following to be advised (i) Consideration of the impact of surface water run off as ditch on lodge Road is unable to cope at present and additional development may exacerbate the problem. (ii) Review of proposed parking arrangements which appear minimal and may increase on road parking. (iii) Parish Council request that priority in perpetuity is given to Parishioners in respect of the affordable homes allocation. This was seconded by Cllr. Day and all voted in agreement. (Cllrs. Stephenson and Rolph returned to meeting room.
11. DC/20/3446/FUL – Land South of Sparrowhawk Road, Flexible Power Generation Site construction. Unanimously approved.
12. DC/20/3417/FUL – Construction of storage unit 65m x 35m by Spectra Packaging Ltd, Sparrowhawk Road, Holton – Unanimously approved.
13. **Play area update:** Cllr. Day provided a full update on Play area installation which is delayed as a result of Covid-19 impacting on supply of materials for one of the contractors. This will delay final inspection and opening. It was agreed that Cllr. Day would have delegated authority to approve the wording and style of the acknowledgement notice in respect of sponsors once the proforma was made available. If completion of the remaining work is to be delayed significantly then Parish Council will consider partial opening pending completion of the work. Cllr. Day will discuss further with contractors.

Formal opening will not be possible due to current restriction (Covid-19). The matter will be revisited as soon as circumstances allow.

1. Clerk’s performance review completed and agreement to implement updated NALC pay scales was proposed By Cllr. Stephenson seconded by Cllr. Cackett and all voted in agreement. (Clllr Day returned to the meeting after the vote)
2. **Correspondence: None**
3. **RFO report:**

Bank balances are C/A £68,417.42 and S/A £39.93 prior to the issue of cheques totalling £1,090.29 as below. Bank accounts have been reconciled and are available for councillor audit.

 Amount VAT element

Staff costs Salary (August 2020) £506.40

SARS (Grant/Donation S137) £150.00

Business Services at CAS Ltd £433.89

(Insurance with RSA)

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Total £1,090.29 £0.00

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A full review of the new asset position has been undertaken. Insurance cover has been renewed. Fidelity Limit of Indemnity has been increased to £50,000. Cover has also been increased to reflect the purchase of the new playground equipment.

RFO report proposed for acceptance by Cllr. Day and seconded by Cllr. Rolph all voted in agreement.

1. Next meeting 11/11/2020

Meeting closed 8.35pm