

Holton Parish Council

NOTICE OF MEETING

I hereby give you a notice that the Annual Meeting of the Parish Council will be held in Holton and Blyford Village Hall on Wednesday 13th May 2026 at 7.30pm.

Elaine Day Clerk to Parish council
clerk@holtonparishcouncil.gov.uk

AGENDA

1. Election of
 - Chair.
 - Vice Chair.
2. Chairman's welcome and apologies for absence.
3. Public Forum – Residents are welcome to give their views and ask questions about issues on this agenda or raise items for consideration at a future council meeting.
4. To receive members' declaration of interest.
5. Members' requests for dispensation to vote.
6. Minutes of previous meetings.
To approve as a true and accurate record of the minutes of the meeting dated 11/03/2026.
7. Reports:
 - (i) District Cllr. Report.
 - (ii) Clerk Report.
8. Items carried forward from previous meetings: (i) Nesting boxes, possibly for swifts. Development of the bio-diversity policy. (ii) Monitoring of vehicle speed levels on Lodge Road. Mobile speed warning sign.
9. Annual Governance and Accountability Return - Review, approval and signature of Annual Governance Statement 2025/26.
10. Annual Governance and Accountability Return - Review, approval and signature of Accounting Statement 2025/26.
11. Certificate of Exemption - Review, approval and signature of Certificate of Exemption.
12. Re-issue and adoption of Councillor Code of Practice.
13. Issue and adoption of Standing Orders.
14. Issue and adoption of Financial Regulations.
15. To appoint representatives to committees.
 - Village Hall Committee.
 - SALC representative.
 - Member responsible for Internal Control reviews.
16. Appointment of Responsible Financial Officer.
17. Appointment of Internal Auditors.
18. Holton Windmill.
19. Litter within the village. Community Self-Help Scheme.
20. East Suffolk Call for Sites update.

21. Planning:

- (i) DC/26/1016/TCA – 1no. Horse Chestnut (marked on submitted plan) – Reduce crown by 1/3. 1no. Leylandii (marked on submitted plan – Fell – To ratify decision.**
- (ii) Planning correspondence post agenda and pre-meeting.**

22. Correspondence:

- (i) Complaint received regarding the state of the footpath along Lodge Road. It has become overgrown.**
- (ii) Correspondence received regarding poster showing Proposed Certificated Location at Holton Saw Mills for Caravan and Motorhome Club.**
- (iii) Complaint received regarding the state of the footpath on the Beccles Road and watercourses running alongside the Beccles Road footpath, partially blocked by fallen trees.**

23. RFO Report, bank reconciliation and Qtr. 4 expenditure v budget.

List of cheques for approval and signature.

24. Date of next meeting 08/07/2026.