

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 10th May 2023 at 7.30pm.

Elaine Day Clerk to Parish council
edayhpc@gmail.com

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 08/03/2023.
7. Reports:
 - (i) County Cllr. Dunning's report.
 - (ii) District Cllr. Report.
 - (iii) Clerk Report.
8. Items carried forward from previous meetings: Vehicle activated signs.
9. Review, approval and signature of Annual Governance Statement 2022/23.
10. Review, approval and signature of Accounting Statements 2022/23.
11. Local Elections.
12. 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 Auditor.
18. Holton Pits, Request for donation.
19. Reimbursement of Clerk expenses.
20. Planning:
 - (i) DC/23/0833/FUL – Proposal: Dwelling, Cartlodge and New Access – 6 Moores Cottages, Upper Holton, Halesworth, Suffolk IP19 8QP. – Ratification of response to application following reference to councillors.
 - (ii) DC/23/1182/VOC – Variation of Condition Nos. 2 and 3 of DC/20/3070/FUL – Land To Rear of, Pine Tree Close, Holton, Suffolk. – Circulated to councillors – no objections noted.

(iii) Planning correspondence post agenda and pre-meeting.

- 21. Correspondence: Letter of thanks via email from Suffolk Accident Rescue Service for donation.**
- 22. Date for Annual Parish Meeting to be arranged.**
- 23. RFO Report, bank reconciliation and Qtr. 4 expenditure v budget.
List of cheques for approval and signature.**
- 24. Date of next meeting 12/07/2023**