

## **Holton Parish Council**

### NOTICE OF MEETING

I hereby give you a notice that a meeting of the Parish Council will be held in Holton and Blyford Village Hall on Wednesday 14<sup>th</sup> July 2021.

Elaine Day Clerk to Parish council  
[edayhpc@gmail.com](mailto:edayhpc@gmail.com)

### AGENDA

1. **Chair's welcome and note of any apologies submitted.**
2. **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 parish council meeting.
3. **To receive members' declaration of interest.**
4. **Members' requests for dispensation to vote.**
5. **Minutes of previous meetings.**  
To approve as a true and accurate record of the minutes of the meeting dated 26/05/2021.
6. **Reports:**
  - (i) Clerk report.
  - (ii) Lorry watch.
7. **Items carried forward from previous meetings:**
  - (i) **Appoint member responsible for Internal Control reviews.**
8. **Update on VAS. Cllr. Knevett**
9. **Internal Audit. Review of findings and agreement on actions.**
10. **Planning decisions/application**
  - (i) None.
  - (ii) Any further Planning correspondence received post agenda and pre-meeting.
11. **Correspondence read at meeting.**
  - (i) Complaint received regarding footpath along Southwold Road, Holton being overgrown and partially covering the footpath. This has been reported to Suffolk Highways requesting it to be added to the grass cutting schedule if it is not already.
  - (ii) Halesworth Museum contact the Parish Council to advised Holton would be included in 2 of the 7 walks included in a leaflet to be available from East Suffolk Council, mid-July 2021.
12. **RFO Report, bank reconciliation.**  
**List of cheques for approval and signature.**
13. **Date of next meeting**  
**To arranged at this meeting.**