

## HOLTON PARISH COUNCIL

Clerk Elaine Day

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Minutes of the Meeting of the Parish Council held in Holton Village Hall at 7.30pm on Thursday 10/11/2022.

Present: Cllr. R Day (Chair), Cllr. E Rolph (Vice Chair), Cllr. B Stephenson, Cllr. G Cackett, Cllr. N Kerridge, Cllr. C Knevett, County Cllr. A Dunning, Elaine Day Clerk and 5 parishioners.

1. Chairman welcomed all to meeting. Apologies received and accepted on behalf of District Cllrs. A Cackett, and Cllr. Mendham.
2. **Public Forum:** Chair welcomed representatives from Suffolk County Council and Holton St Peter Primary School who provided a full presentation to support the current planning application under consideration. (See agenda number 8) Councillors also explained their reason for the current stance on the matter and outlined in full the reasons for the concerns expressed.
3. Cllr. Day declared an interest in agenda item 10 following receipt prior to the meeting of the updated NALC salary scales. He would take no part in his area of discussion.
4. There were no requests for dispensation to vote.
5. The minutes to the meeting dated 22/09/2022 were proposed for acceptance and signature by Cllr. Rolph and seconded by Cllr. Knevett. All voted in agreement.
6. **REPORTS:**

(i) A copy of County Cllr. Dunning's report is available from clerk upon request.

(ii) A copy of District Cllr. Cackett's report is available from clerk upon request.

(iii) Clerk report -

I have been advised by Suffolk County Council that the application by Holton Pits Preservation Group for AVV status for the pits has been successful. At the request of HPPG I provided a letter summarising the Parish Council's support for the group's aims as outlined at our last meeting. (Circulated). It is understood that a further round of offers is now invited to reflect this latest position.

I am currently in the process of completing the Declaration to the Pensions Regulator in respect of the Council's statutory requirements. This will be completed prior to the next meeting.

The overgrown footpath along Southwold Rd. has been cleared by Cllr Stephenson and we are extremely grateful for his help with this following a long period of inactivity by SCC Highways Dept.

Cllr Stephenson is organising the Remembrance Sunday wreath on behalf of the Parish Council and Chairman will attend the service at the church. Cllr Knevett will attend the service at the American Memorial. Cllr Day proposed donations of £100.00 each to Royal British Legion and Holton War Museum, Cllr Rolph seconded and all voted in agreement,

All other matters covered within agenda items.

(iv) Lorry watch – No report.

7. **Items carried forward from previous meetings:**

- (i) It was agreed to defer decision on repainting metal railings around the village pending clarification from SCC Highways Dept. on whether they would undertake this work which also requires some replacement of corroded areas.
- (ii) The review of Internal Control procedures had been circulated pre meeting, following completion by nominated member. Cllr. Rolph proposed acceptance, Cllr. Cackett seconded. All voted in agreement.

8. **Planning:**

- (i) **Planning Ref:** SCC/0081/22W – (Single storey early years block for 30 additional places at Holton School) Cllrs. ratified their earlier comments as submitted to Suffolk County Council as concerns regarding parking issues highlighted have not been addressed. A copy of the councils' response appears on the SCC Planning Portal. Serious concerns for the safety of road users, including pedestrians and children were expressed unless improvement in the current parking arrangements is achieved. Cllrs voted unanimously to ratify the current stance on this matter which is to oppose the proposal in the current format.
- (ii) No further planning correspondence.

9. **Correspondence:** No further correspondence.

10. **RFO Report, bank reconciliation:**

- (i) Bank balances are C/A £47,327.29 and S/A £40.76 prior to the issue of cheques totalling £493.43 \*\* as below. Bank accounts have been reconciled and are available for councillor audit.

	Amount	VAT element
Business Services at CAS Ltd (Insurance) (Replacement for cheque £590.36 as incorrect amount sent)	£562.49	*
SALC	£54.00 **	£9.00 *
Community Action Suffolk	£60.00	£10.00 *
Staff costs Salary (October 2022)	£439.43 **	
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Total	£1,115.92	£19.00
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Items marked \* were signed by members on 10/10/2022.

2<sup>nd</sup> precept payment received via direct credit for £7,540.00 and is included in the above balance.

A direct credit was received for £5,505.48 from East Suffolk Council re Neighbourhood CIL payments October 2022 and is included in the above balance.

Qtr.2 Expenditure v Budget 2022/23 ytd had been circulated pre meeting to members with variation analysis. A draft budget for 2023/24 with accompanying notes on rationale was also provided. A full analysis of current CIL allocations will be provided at next meeting when the precept will also be finalised. The report was proposed for acceptance by Cllr Rolph seconded by Cllr. Cackett and unanimously agreed.

- (ii) Updated salary scales as provided by National Association of Local Councils had been circulated to members for adoption prior to the meeting. These were proposed for acceptance and unanimously approved with the exception of Cllr. Day who took no part in the discussion.

11. Date of next meeting 11/01/2023.

Meeting closed 9pm