

MINUTES OF HOLTON ST MARY PARISH COUNCIL ANNUAL MEETING
held at 8 p.m. on Wednesday 8th November 2017
in Holton St Mary Village Hall

		Action																														
	<p>Present: Parish Council (PC) Sally Thurlow – Chairman (ST), Erik Ellis (EE), Mark Anderson (MA), Richard Appleton (RA), Claire Rowan (CR), Oliver Greene (OG), Dot Steeds (Clerk) District Councillors: Fenella Swan (FS) County Councillor: Members of the Public: 0</p>																															
	Apologies for Absence: Gordon Jones, Sue Carpendale, Riet Howard																															
17/61	Declarations of Interest: None																															
17/62	Minutes: Minutes of meeting held 20 th September 2017 were signed as a true and accurate record by ST. Proposed EE. Seconded MA. Passed unanimously.																															
17/63	Matters Arising not covered by the Agenda: None																															
17/64	<p>Public Forum County Councillor’s report: GJ had circulated his report. District Councillors’ report: SC had circulated her report. FS had circulated her report. She gave further details regarding the controversy regarding the cabinet decision to merge with Mid Suffolk DC and the action which some district councillors had instigated. The future of the building in Corks Lane will be known next month.</p>																															
17/65	Correspondence: Clerks Report: Nothing to report.																															
17/66	<p>Finance: a. Financial Report Bank Balances at 31.10.17: Current Account £2276.03 Saver Account £5310.53 Receipts since 01.10.17: £0 Total Payments since 01.10.17: £400.14 b. The following payments were authorised:</p> <table border="0"> <tr> <td>BDO</td> <td>External Audit:</td> <td align="right">120.0</td> </tr> <tr> <td>LLP</td> <td>26.09.17</td> <td align="right">0</td> </tr> <tr> <td>Village Hall Management</td> <td></td> <td></td> </tr> <tr> <td>Cmttee</td> <td>Hire of Hall: 08.11.17</td> <td align="right">16.00</td> </tr> <tr> <td>Ms D</td> <td>Clerks expenses (Incl printer cartridge)</td> <td align="right">47.98</td> </tr> <tr> <td>Steeds</td> <td>Grass Cutting: 13.09.17 &</td> <td align="right">145.0</td> </tr> <tr> <td>Keith</td> <td>06.10.17</td> <td align="right">0</td> </tr> <tr> <td>Jeffreys</td> <td></td> <td></td> </tr> <tr> <td>Royal British Legion Poppy Appeal</td> <td>Poppy Wreath</td> <td align="right">20.00</td> </tr> <tr> <td>Community Action Suffolk</td> <td>Website hosting</td> <td align="right">60.00</td> </tr> </table> <p>For items of expenditure over £100 the date expenditure was incurred is the authorisation date unless another date is specified</p> <p>c. Proposed budget for 2018-19 A provisional budget was received and discussed. It was agreed that there should be a maximum of 10 cuts along the footpath per annum. MA declared an interest. Regarding hedging between Church Square and the churchyard ownership was discussed and it was decided to invite Suffolk wildlife Community Adviser to visit prior to any pruning. Final agreement was deferred to next meeting at which the precept for 2018-19 will be agreed. d. The annual return was received, approved and accepted.</p>	BDO	External Audit:	120.0	LLP	26.09.17	0	Village Hall Management			Cmttee	Hire of Hall: 08.11.17	16.00	Ms D	Clerks expenses (Incl printer cartridge)	47.98	Steeds	Grass Cutting: 13.09.17 &	145.0	Keith	06.10.17	0	Jeffreys			Royal British Legion Poppy Appeal	Poppy Wreath	20.00	Community Action Suffolk	Website hosting	60.00	
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	e. £7 to be vired from audit to insurance budget Proposed RA. Seconded EE. Passed unanimously.	
17/67	Housing Needs Survey: Julie Abbey Taylor is to be contacted regarding funding for a Housing Needs Analysis.	Clerk
17/68	Planning: a. EE and OG declared an interest. It was noted that Planning Application DC/17/05127 has been made but no documentation received. It was agreed to hold a meeting on 22 nd November to discuss a response. b. None c. A planning enforcement officer reported that 3 static caravans are located in the woods at Holton Hall Farm. If they are to be retained beyond the harvest season they should be relocated to where 10 are stored and a retrospective application be made for storage of 13 caravans as well as a shed and septic tank which do not have planning permission.	
17/69	Speeding & Other Road Issues: The Camvan has not visited recently. Awaiting to hear from GJ regarding average speed checking cameras. No update on static sign to be placed on pole when SID not present. Sunken ironworks have been repaired by Anglian Water.	
17/70	Church Square Beech Tree: The Tree Warden's report was given. When the leaves have fallen he will look again with the Chairman.	ST
17/71	Roadside Trees: Discussion included consideration of proposed sites and any associated limitations. HSMPC would take responsibility to maintain the trees in perpetuity. The reasons for planting are to improve the visual amenity, encourage drivers to recognise that they are driving within a village hence improving road safety and to improve wildlife habitats. Native trees considered suitable are varieties of Sorbus, Malus, Amelanchier and Prunus. Clerk to write to SCC through GJ.	Clerk
17/72	Village Hall Gates: A new quote was received as the previously accepted contractor no longer has the equipment to fulfil the order. Proposed OG. Seconded EE. Passed unanimously.	
17/73	Electoral Review of Babergh Warding Arrangements: Councillors were content with the recommended boundaries in respect of HSM.	
17/74	Babergh & Mid Suffolk Joint Local Plan Consultation: Draft answers to the consultation questions were considered and agreed. One typographical error was corrected prior to submission.	
17/75	Footpaths: FP3 is impassable due to works being carried out by the landowner. SCC Footpath Officer is dealing with it. Other footpaths have had fallen trees removed and stiles repaired. Seats have been placed around Squirrels Hall and locals are invited to use them. A stile has been removed at the junction of FP31 and BW5.	
17/76	Matters to be brought to the attention of the Council: Put Village Hall Matters on next agenda.	
17/77	Next meeting: Date of next meeting confirmed as 10 th January 2017.	

The meeting closed at 10.05pm.

Signed

Date