

HOLTON ST MARY PARISH COUNCIL

Meeting To Be Held on Wednesday 20th March 2024
8pm at Holton St Mary Village Hall

AGENDA

01.03.24 Chairman's welcome, accept councillor's apologies for absence.

02.03.24 To accept members declarations of interest in accordance with the Council's Code of Conduct.

03.03.24 Minutes

To sign as a correct record the minutes of the meeting held on the 10th January 2024.

04.03.24 Councillor Vacancy

To discuss if the PC has received any applications for the 1 remaining vacancy for Councillor.

05.03.24 Public Forum

To receive reports from and ask questions to County Councillor and District Councillor.

To permit public participation to make statements or ask questions

06.03.24 Planning

To receive any planning updates on the Care and Rehabilitation Centre at Holton Hall Farm.

To consider the following:

APPLICATION FOR PLANNING PERMISSION - DC/24/00781

Proposal: Planning Application. Change of Use of existing building from agriculture to wine storage and processing **Location:** Holton Hall Farm, Hadleigh

Road, Holton St Mary, CO7 6NN

An extension for comments has been granted by Babergh Planning to the 25.03.24.

APPLICATION FOR PRIOR APPROVAL - AGRICULTURAL TO DWELLING - DC/24/01178

Proposal: Application to determine if Prior Approval is required for a proposed Change of Use of Agricultural Buildings to Dwellinghouses (C3) and for building operations reasonably necessary for conversion. Town and Country Planning (General Permitted Development) (England) Order 2015 as amended Schedule 2, Part 3, Class Q – Conversion of two agricultural buildings to form 2No dwellings. Location: Oaks Farm House, Hadleigh Road, Holton St Mary, Colchester Suffolk CO7 6NW

Comments to be made by the 29.03.24

07.03.24 National Grid East Anglia Green Energy Enablement

Update on process

08.03.24 Correspondence and Clerk's Report

To note correspondence received since last meeting:

10.02.24 – email received from Richard Appleton advising that a litter pick has been undertaken on the A12 between the B1068 (Higham Road) and the Four Sisters junction, over 100 litres of rubbish was collected.

Email received from a resident with regards to Aggregate Industries lorries speeding through the village, the resident has spoken to the companies head office and have requested that the PC also raise a complaint.

09.03.24 Finance

To receive a financial report from the RFO including balances at bank. To sign report to certify as correct.

To authorise payments:

31.01.24	SO	Clerks Salary January	£325
09.02.24	BACS	SALC Cllr training inv 28132	£36
29.02.24	SO	Clerks Salary February	£325
18.03.24	BACS	Village Hall hire for 13.03.24	£20
18.03.24	BACS	Community Heartbeat – new pads for defib	£84
18.03.24	BACS	SALC Cllr training inv 28167	£38.40
18.03.24	BACS	Faye Hall – Printer Ink	£17.49
14.04.24	SO	ICO – data protection fee	£35

To look at remaining budget and vire and earmark reserves

10.03.24 CIL (Community Infrastructure Levy)

To agree CIL report for year 2023/24 and sign as correct.

11.03.24 Plaque for the Kings Coronation tree

To be discussed

12.03.24 Disabled Bay in Church Square

Update on getting plastic mesh to cover the disabled parking bay to make it more accessible.

13.03.24 Church Square maintenance

The Green Gym have cleared the short boundary between Church Square and the Church grounds and would like to ask the Parish Council how they would like to proceed with this area.

14.03.24 Village Infrastructure including CIL (Community Infrastructure Levy)

CIL – update on proposals for use of funds:

- 1) Little lending library – Jeanette and Richard Appleton have advised that funding has been obtained for £419.20 from County Cllr Halls locality budget. This amount will be paid to the Parish Council who will then arrange payment direct to the company making the unit to store the library books in.
- 2) Replacement of remaining Stiles in HSM with gates – update to be given
- 3) Having gated signs installed – update to be given
- 4) Proposal from the United Charities Trust to start a community garden project.
- 5) Discuss any other CIL proposals

Village Hall Management Committee representative – Any updates to be received.

Millennium Green Representative – Any updates to be received.

15.03.24 Highways - Speeding, Road Condition and other road issues

At the last meeting HSM PC agreed to support Raydon Parish PCs proposal for the speed limit on the B1070 to be changed to 40mph between Raydon and Holton St Mary and Raydon and Upper Layham. Raydon PC are now asking if any funding from HSM PC can be offered. County Cllr Hall has advised Raydon PC that the speed report would cost £750 plus the cost of speed surveys to obtain verified current data to support the factual report in both locations @ approx. £650.

Accidents on the 90-degree bend between Holton St Mary and Raydon on the B1070 – Update from MA on the proposal to Highways of getting a physical STOP sign due to the number of accidents.

Update on the possibility of Sandpits Lane and Raydon Road being considered to be 'Quiet Lanes'.

Any other updates to be given

Footpaths and pavements – any issues/updates

16.03.24 GDPR Review

To review GDPR audit documents for ongoing accuracy and sign as correct

17.03.24 Community Self Help Scheme

The PC agreed in November's meeting to sign up to this scheme pending confirmation from the PCs insurance company with regards to our liability insurance. PC to discuss

18.03.24 PCC Meeting 1st November 2023

It was agreed in January's meeting to change the parking sign in Church Square to 'Private parking for permitted users only'. Update to be received for costs and discussion for the location of sign.

19.03.24 Grass cutting

Review of contract for grass cutting of Church Square, the Churchyard, the approach to the Millennium Green and the triangle outside Roseacre.

20.03.24 Re-painting of the white kissing gate at the back of the Church

The Green Gym have asked if they can repaint the kissing gate and also re stain 2 of the supporting posts – estimated costs for initial rust treatment plus paint is £20-£30.

21.03.24 Internal Audit

Discuss appointing an internal auditor to audit 2023-2024 accounts.

22.03.24 Annual Parish Meeting – 10th April 2024

To agree agenda and agree printing of the APM booklet.

23.03.24 Matters to be brought to the attention of the Council

To agree items for next agenda.

24.03.24 Next meeting

To confirm 8th May 2024 as date for next meeting.