

# HOLNE PARISH COUNCIL

## Minutes of the Annual Meeting of the Parish Council held at Holne Village Hall on Tuesday 2 May 2017 at 7.30pm

### Present

Cllr B Owen (Chairman), Cllr J Bellamy, Cllr T Crook, Cllr D Higman & Cllr G Simpson

### Also present

Suzanna Hughes (Clerk), 1 member of the public and Richard Hosking for item 14.

The meeting was opened by Cllr Owen at 7.30pm.

020517.01	<b>Election of Chairman</b> It was proposed by Cllr Simpson, seconded by Cllr Higman and unanimously agreed that Cllr Owen is re-elected as Chairman.
020517.02	<b>Election of Vice Chairman</b> It was proposed by Cllr Higman, seconded by Cllr Simpson and unanimously agreed that Cllr Troake is re-elected as Vice Chairman.
020517.03	<b>Apologies for Absence</b> <ul style="list-style-type: none"><li>• Cllr D Troake</li><li>• Cllr E Ross</li><li>• District Cllr Smerdon</li><li>• County Cllr Rowe</li><li>• Ross Gray</li></ul>
020517.04	<b>Open Forum</b> There were no items raised.
020517.05	<b>District and County Councillors' Report</b> No reports.
020517.06	<b>Declarations of Interest and Requests for Dispensation</b> Councillors are reminded of their responsibility to continually update their Notice of Registerable Interests and to declare any disclosable interests, including the nature and extent of such interests they have in any items to be considered at this meeting. Unforeseen requests for a Dispensation to be considered at this point only if there was no way a Councillor would have been aware of such before the meeting.  There were no declarations of interest or requests for dispensation.
020517.07	<b>Ratification of Minutes</b> <p>7.1 Members present received the minutes of the meeting of the Parish Council held on 4 April 2017 and agreed unanimously that they be signed by the Chairman as a true and correct record of the meeting.</p> <p>7.2 Members present received the minutes of the Annual Parish Meeting held on 4 April 2017 and agreed unanimously that they be signed by the Chairman as a true and correct record of the meeting.</p>

020517.08	<p><b>Election of Councillors to Committees</b></p> <p><b>8.1 Planning</b> Cllrs Troake and Higman.</p> <p><b>8.2 Finance</b> It was agreed that a Finance Committee is not required. Members were happy for the clerk to continue to prepare the budget and any other financial documents for approval by all members of the Council.</p> <p><b>8.3 Playpark</b> It was agreed that Cllr Ross and the Chairman would represent the Parish Council on Holne Playpark.</p>
020517.09	<p><b>Other Committee/Parish representatives</b></p> <p><b>9.1 Village Hall Committee</b> It was agreed that Cllr Simpson would continue to represent the Parish Council on the Village Hall Committee. It was agreed that Cllr Bellamy would stand in in Cllr Simpson’s absence.</p> <p><b>9.2 Snow Warden/Community Road Warden</b> It was agreed to ask Paul Arrowsmith to continue as the Parish Snow Warden/Community Road Warden. Cllrs Bellamy and Crook also offered their assistance.</p> <p><b>9.3 Tree Warden</b> Ross Gray has agreed to continue as Tree Warden and will be assisted by Alex Deuchars.</p> <p><b>9.4 Leats Liaison Officer</b> It was agreed that Cllr Higman would continue as the Leats Liaison Officer. Cllr Bellamy agreed to clear the sump at Playpark.</p> <p><b>9.5 Other representatives</b> It was agreed that if the Council was required to be represented at other meetings (e.g. Cluster, DNPA etc), members would rotate attendance based on their availability.</p>
020517.10	<p><b>Review of Parish Council Governance Documents</b></p> <p><b>10.1 Standing Orders</b> Members reviewed the Council’s Standing Orders and agreed no changes.</p> <p><b>10.2 Financial Regulations</b> Members reviewed the Council’s Financial Regulations and agreed no changes.</p> <p><b>10.3 General and Financial Risk Assessment</b> Members reviewed the General and Financial Risk Assessment and agreed no changes.</p> <p><b>10.4 Statement of Internal Control</b> Members reviewed the Statement of Internal Control and agreed no changes.</p> <p><b>10.5 Fixed Assets Register</b> Members reviewed the Fixed Assets Register. It was agreed to add the defibrillator and cabinet with a value of £1,260.</p>
020517.11	<p><b>Finance</b></p> <p><b>11.1 Invoices for payment</b> There were no payments for approval.</p>

	<p>11.2 <b>Chairman's Allowance</b> Members approved the Chairman's Allowance of £100.</p> <p>11.3 <b>Audit 2016/17</b></p> <p>11.3.1 Members received and noted the year end bank reconciliation.</p> <p>11.3.2 Members received, completed, approved and authorised the Chairman and Clerk to sign Section 1 of the Annual Return (Annual Governance Statement 2016/17).</p> <p>11.3.3 Members received, approved and authorised the Chairman and Clerk to sign Section 2 of the Annual Return (Accounting Statements 2016/17).</p>
<b>020517.12</b>	<p><b>Planning</b></p> <p>12.1 New applications None.</p> <p>12.2 Decisions</p> <p>12.2.1 0093/17 – Erection of agricultural building, Land at Higher Mill Leat Farm, Holne Members noted that DNPA has granted conditional planning permission.</p> <p>12.2.2 0087/17 – Infill above opening to South West corner, widening of entrance and new gates, repair of wall and installation of new gate to rear of barn, Long Barn, Ingletts Farm, Holne Members noted that DNPA has granted conditional planning permission.</p> <p>12.2.3 0132/17 &amp; 0133/17 – Conversion of existing stone courtyard of barns to form a holiday let unit, workshop/home office and storage Shuttaford Farm, Holne Members noted that DDNPA has granted conditional planning permission</p>
<b>020517.13</b>	<p><b>Defibrillator</b></p> <p>The clerk advised that the defibrillator had been delivered and was due to be installed by Totally Wired at the end of May.</p> <p>It was agreed that once installed it is important to let people know where it is by advertising in the Parish Link and Holybrook Exchange and putting up posters around the parish. Training will also need to be arranged.</p>
<b>020517.14</b>	<p><b>Richard Hosking</b></p> <p>Richard Hosking introduced himself to members as the Conservative candidate in the upcoming County Council elections.</p>
<b>020517.15</b>	<p><b>Leats</b></p> <p>No report.</p>
<b>020517.16</b>	<p><b>Playpark</b></p> <p>Cllr Bellamy reported that he had met with Hannah Best and discussed the grasscutting. He agreed to contact the contractor with regard to the issues raised. They also discussed the main gate which is awkward to use as it swings out into the road. Possible solutions were considered. It was also reported that Holne Playpark has put together a spreadsheet of maintenance issues.</p>
<b>020517.17</b>	<p><b>Potholes, Highways Maintenance Reports and Other Highways Issues</b></p> <p>It was noted that the pothole at Stony Post has been repaired.</p>

<b>020517.18</b>	<b>Clerk's or Councillors' reports on matters authorised by the Council</b> None
<b>020517.19</b>	<b>Chairman's urgent business for action by the clerk if covered by delegated powers or for inclusion on the agenda of the next meeting</b> None
<b>020517.20</b>	<b>Correspondence</b> 20.1 A letter was received from DNPA re Local Plan Review and Parish/Town Council Workshop on 12 June. 20.2 It was agreed that Cllrs Crook and Bellamy would attend the DALC New Councillors' Short Course on 16 May.
<b>020517.21</b>	<b>Date of Next Meeting</b> It was agreed that unless there was any business which required urgent attention, the date of the next Parish Council meeting would be Tuesday 4 July 2017 at 7.30pm.  It was agreed that June's meeting will be replaced by a walkabout of the village from Holne Village Hall starting at 7.00pm.

The meeting closed at 8.47pm.

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**Cllr B Owen**  
**Chairman**