

# Holne Parish Council

Clerk - Mrs Suzanna Hughes LL.B (Hons)  
16 Westwood Cleave, Ogwell, Newton Abbot.TQ12 6YE  
Telephone: 01626 330311 Email: [suzanna.hughes21@gmail.com](mailto:suzanna.hughes21@gmail.com)

**To: Councillors Owen (Chairman), Applegarth, Crook, Grun and McLean**

You are hereby summoned to attend the **ANNUAL MEETING OF THE PARISH COUNCIL** to be held on **TUESDAY 6 MAY 2025** at **7.30pm** in **HOLNE VILLAGE HALL**.

**Also invited: District Councillor, County Councillor, DNPA representatives and Community Police Officers**

**Members of the press and public are welcome.**



Suzanna Hughes  
Clerk to the Parish Council

---

## AGENDA

### **1. ELECTION OF CHAIR**

To elect a Chair of the Council and, in accordance with Section 83(a) of the Local Government Act 1972, to receive their properly executed Declaration of Acceptance of Office

### **2. ELECTION OF VICE CHAIR**

To elect a Vice Chair of the Council and, in accordance with Section 83(a) of the Local Government Act 1972, to receive their properly executed Declaration of Acceptance of Office

### **3. RESIGNATIONS AND APOLOGIES FOR ABSENCE**

- 3.1 To note the resignations of Cllr Fairman (effectively immediately) and Cllr Crook (after July's meeting)
- 3.2 To receive apologies for absence

### **4. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION**

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.

### **5. OPEN FORUM**

Members of the public are invited to address the Council

### **6. MINUTES**

To approve and sign the minutes of the Parish Council meeting held on 1 April 2025

### **7. ROLES AND RESPONSIBILITIES**

To agree the roles and responsibilities of members

### **8. REVIEW OF PARISH COUNCIL GOVERNANCE DOCUMENTS**

### **9. REPORTS**

- 9.1 County Councillor
- 9.2 District Councillor
- 9.3 DNPA

## **10. FINANCE AND GOVERNANCE**

### **10.1 Payments**

To approve the following payments:

- Lee Accounting (SW) Ltd (Internal audit) - £108
- DALC (Annual membership) - £121.89

### **10.2 Insurance**

To review the Council's insurance and receive a quote for 2025/6

### **10.3 Audit 2024/25**

10.3.1 To receive and note the year end bank reconciliation

10.3.2 To receive and note the internal auditor's report to agree that this Council is confident that the internal audit arrangements provided by Lee Accounting (South West) Ltd provides excellent reassurance for the public that the financial systems are robust and fit for purpose and to continue with their appointment as the Internal Auditor to the Parish Council

10.3.3 To agree that this Council is exempt from a limited assurance review under s9 of the Local Audit (Smaller Authorities) Regulations 2015 and to sign the Certificate of Exemption

10.3.4 To complete and approve Section 1 of the Annual Return (Annual Governance Statement 2024/25)

10.3.5 To receive, approve and sign Section 2 of the Annual Return (Accounting Statements 2024/25)

## **11. PLANNING**

### **11.1 New applications/appeals**

11.1.1 0115/25 – Barn at Michelcombe, Holne

Certificate of Lawfulness for an existing use – continuous use of barn in connection with business storage

### **11.2 Decisions**

11.2.1 0424/24 – Stonehanger, Holne

Replacement dwelling and garage building

To note that DNPA has granted conditional consent

## **12. PLAYPARK**

Report and update, including latest inspection report

## **13. CLIMATE AND BIODIVERSITY EMERGENCY**

Report and updates including update on the Gardening booklet

## **14. LEATS**

To receive a report and address any leat issues

## **15. HIGHWAYS AND FOOTPATHS**

*Residents are encouraged to report all potholes:*

<https://www.devon.gov.uk/roads-and-transport/report-a-problem/report-a-pothole/>

To report any new highways/footpath issues and update on matters previously reported

## **16. CHAIRMAN'S URGENT BUSINESS FOR ACTION BY THE CLERK IF COVERED BY DELEGATED POWERS OR FOR INCLUSION ON THE AGENDA OF THE NEXT MEETING**

## **17. CORRESPONDENCE**

## **18. DATE OF NEXT MEETING**

3 June 2025