

Holme Parish Council

Clerk: Scott Thornley
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25 May 2022

Councillors are summoned and members of the public invited to attend the Annual Meeting of Holme Parish Council to be held at Holme Parish Hall on Monday 30 May 2022 to commence at 7.30pm.

Scott Thornley, Parish Clerk

1. **Election of Chair:** To receive nominations and elect a Chair for 2022-2023
2. **Declaration of Acceptance:** To receive the Chair's Declaration of Acceptance of Office
3. **Apologies for absence:** To receive and record with reason, any apologies for absence.
4. **Declarations of Interest:** Councillors must declare any interest they have in agenda items.
5. **Minutes of Parish Council meeting held on Monday 25 April 2022:** To agree, as a correct record, the minutes of the meeting held on Monday 25 April 2022 (*previously circulated*).
6. **Election of Vice-Chair:** To receive nomination and elect a Vice-Chair for 2022-2023
7. **Chairman's Remarks:** To receive any announcements or information from the Chair.
8. **County and District Councillor Remarks:** To receive any announcements from the County and District Councillors.
9. **Public Session:** (This session may be extended from the usual duration of 10 minutes, at the Chairman's discretion) Public Participation (Items raised for decision will appear on the agenda for the next meeting, unless it is a matter which can be dealt with immediately). Members of the public are invited to speak for a maximum of 3 minutes each. **At the close of the public session, members of the public will no longer be permitted to address the Council Members unless invited to do so by the Chair.**
10. **To note matters raised during the Public Session:** Any matters raised at the Open Session of which there is no prior knowledge, or which are not specifically included on the Agenda and which require a discussion and a decision by the Council (other than matters which can be dealt with immediately) will be carried forward to the Agenda of the next meeting.
11. **Finance:**
 - a. **Account balances:**

Current Account £13,405.09
Deposit Account £35,071.53
 - b. **Payments made since last meeting:**

HMRC (PAYE Q4 2021-2022)	£337.61
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 - c. **Payments for authorisation:**

DH Forestry (Lengthsman Costs May 2022)	£552.00
Scott Thornley (Salary and Expenses May 2022)	£623.13
Holme Parish Hall (Room Hire April Meeting)	£18.50
Jean Airey (Internal Audit 2021-2022)	£90.60
Zurich Municipal (Insurance 2022-2023)	£652.67
12. **Internal Audit Report:** To receive the report from the Internal Auditor
13. **Annual Governance Statement:** To receive and approve the Annual Governance Statement
14. **Annual Accounting Statement:** To receive and approve the Annual Accounting Statement
15. **Notice of Public Rights:** To approve the dates and notice for the Exercise of Public Rights
16. **Policy Reviews:** To review all of the councils policies

17. **Planning:**

a. **Applications:**

SL/2022/0463 at Milie Field, North Road, Holme – Single storey porch extension to the side of the property

b. **Decisions:**

PN/2022/0037 at Land West of Milnthorpe Road, Holme – New agricultural building for the storage of machinery and foodstuffs **(Permisson not required)**

18. **Other Matters:**

Police Report – To receive the monthly report

Councillors Responsibilities – To continue discussions regarding councillors responsibilities

Square Project – To receive an update on progress and discuss placement of a memorial bench

Playground Safety – To receive an update on progress

Village Shop – To receive an update on progress

Jubilee 2022 – To receive an update

Trees – To update on the trees near the war memorial

Litter Bins – To update on progress

Duck Signs – To update on progress

19. **Date of Next Meeting:** To agree the next meeting date as Monday 27 June 2022, to commence at 7.30pm at Holme Parish Hall.