

# Holme Parish Council

Clerk: Scott Thornley  
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20 May 2020

Councillors are summoned and members of the public invited to attend the Ordinary Meeting of Holme Parish Council to be held via teleconference on Tuesday 26 May 2020 to commence at 7.30pm.

**To access this meeting you will need to dial 0808 178 0872 (freephone call) and enter the PIN number 201697757 followed by the # key.**

Yours sincerely,

Scott Thornley, Parish Clerk

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1. **Election of Chair:** To receive nominations for Chairperson and elect accordingly.
2. **Declaration of Acceptance:** To receive the Chairs Declaration of Acceptance of Office.
3. **Election of Vice Chair:** To receive nominations for Vice-Chairperson and elect accordingly.
4. **Apologies for absence:** To receive and record with reason, any apologies for absence.
5. **Declarations of Interest:** Councillors must declare any interest they have in agenda items.
6. **Minutes of Parish Council meeting held on 30 March 2020:** To agree, as a correct record, the minutes of the meeting held on 30 March 2020 (*previously circulated*). The minutes will be signed on a suitable date in the future.
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 £14,683.51  
Deposit Account £24,228.28

b. **Payments made since last meeting:**

None

c. **Payments for authorisation:**

DH Forestry (Lengthsman Costs April 2020)	£525.00
Scott Thornley (Clerks Salary and Expenses April 2020)	£582.73
Jean Airey (Internal Audit 2019/2020)	£75.00
CALC (Annual Subscription 2020/2021)	£270.87
Came and Company (Insurance 2020/2021)	£722.59

12. **Planning:**

a. **Applications:**

**None**

b. **Decisions:**

**SL/2020/0064 at Fern Cottage, Burton Road, Holme - Erection of four bedroom dwelling and attached garage, landscaping and creation of new vehicle access (Granted with conditions)**

13. **Other Matters:**

**Standing Orders:** To receive the Standing Orders to approve and adopt

**Financial Regulations:** To receive the Financial Regulations to approve and adopt

**Retention of Documents Policy:** To receive the policy to approve and adopt

**Code of Conduct:** To receive the code of conduct to approve and adopt

**Asset Register Review:** To review and update the asset register

**New Councillors:** To discuss potential candidates for the current vacancies

14. **Date of Next Meeting:** To agree the next meeting date as Monday 29 June 2020, to commence at 7.30pm likely via teleconference.