

**HOLTON ST MARY PARISH COUNCIL**  
**Annual General Meeting to be held on Wednesday 9<sup>th</sup> July 2025**  
**2000hrs at Holton St Mary Village Hall**

## **AGENDA**

**01.07.25 Chairman's welcome, accept councillor's apologies for absence.**

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

**03.07.25 Minutes**

To sign as a correct record the minutes of the Annual General Parish Council meeting held on the 14th of May 2025.

**04.07.25 Councillor Vacancy**

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

**05.07.25 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.

**06.07.25 Damage to footpath on Hadleigh Road, Holton St Mary**

Update to be received from County Councillor Hall.

**07.07.25 Planning**

Any planning applications to be discussed.

**APPLICATION FOR PLANNING PERMISSION - DC/25/02529**

**Proposal:** Full Planning Application - Construction of hard surfacing of existing agricultural point of access and construction of access track within agricultural field. **Location:** Land North Of Hadleigh Road, Holton St Mary, Colchester, Suffolk CO7 6PE

Extension to commenting date given to the 18.07.25

Update on Care and rehabilitation centre at Holton Hall Farm

**08.07.25 Correspondence and Clerk's Report**

A resident has emailed with regards to the car crash on Hadleigh Road outside Cllr Andersons house and how in their opinion this has been inadequately dealt with by the police.

Email received from a resident advising that there is a lack of horse and rider signage on Sandpits Lane, Higham and on the staggered junction to Greens Lane across the B1068 plus the madness of the speed limit at this point. County Cllrs email address passed on and resident asked to put the PC in copy of emails.

Email received from a resident highlighting the following: first, the Bridleway sign that I had refreshed and that we together re-set up on the left-hand side fence of the concrete drive just as you enter APT's farm has been damaged (this sign is opposite to the entrance to the field with the caravans and also the missing footpath sign. Second, the footpath sign that I put up (or replaced) some years ago at the beginning of the hedge which is the boundary between the caravans and the field with some of the farm equipment, has gone. Third, the Bridleway sign just beyond 'Laits Barn' has also done a runner - and 'gone'.

**09.07.25 Finance**

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

To authorise payments:

30.05.25	SO	Pre-authorized	Staff salary for May	£346.66
12.06.25	BACS	Pre-authorized	Staff expenses	£12.99
20.06.25	BACS	Pre-authorized	R Appleton – plants	£70.00
30.06.25	SO		Clerks salary for June	£346.66
14.07.25	BACS		Village Hall Hire	£22.00

To look at remaining budget and vire and earmark reserves.

**10.07.25 National Grid – Norwich to Tilbury pylon project**

Discuss any updates

**11.07.25 Footpath warden**

Discuss

**12.07.25 Grass cutting contractor**

Review

**13.07.25 Church Square border with the Church**

The PCC have now confirmed in writing acceptance of the £357.50 donation towards the railings and that maintenance is to be split with the PC. Blands charge for clearance has increased by £30 so total charge is now £430 plus VAT – additional charge to be agreed. Update to be given on when works can commence.

**14.07.25 Planting in Church Square**

Agreed budget for planting was £70 – actual cost for plants and compost is £94.37 so overspend of £24.37 – discuss.

**15.07.25 Telephone box in Church Square**

Letter received from a resident advising that telephone box is dirty and the paint is peeling – discuss.

**16.07.25 Village Infrastructure including CIL (Community Infrastructure Levy)**

CIL – update on proposals for use of funds:

1) Discuss any other CIL proposals

**Village Hall Management Committee representative** – any updates to be given.

**Millennium Green Representative** – any updates

**17.07.25 Highways - Speeding, Road Condition and other road issues**

Four Sisters T Junction – update to be received on proposal of a physical stop sign and advice on how this junction can be made safer.

Any other updates to be given

**Footpaths and pavements** – any issues/updates

**18.07.25 Neighbourhood Plan**

The Chairman of Stratford St Mary Parish Council has asked if HSM would be interested in doing a joint Neighbourhood plan with themselves and other villages - discuss

**19.07.25 Bacons Green signpost**

Update of refurbishment

**20.07.25 Safeguarding policy**

Review

**21.07.25 Data protection and Information protection policies**

Review

**22.07.25 Matters to be brought to the attention of the Council**

To agree items for next agenda.

**23.07.25 Next meeting**

To confirm 10<sup>th</sup> September 2025 as date for next meeting.