

# HILLESLEY & TRESHAM PARISH COUNCIL

To all members of the Council – You are hereby summoned to attend the meeting of  
Hillesley & Tresham Parish Council to be held via Zoom at 7.30 pm  
on Tuesday 8<sup>th</sup> December 2020

*Elizabeth J Oakley*

**Elizabeth Oakley**  
Clerk, Hillesley & Tresham Parish Council, 3<sup>rd</sup> December

1. To consider apologies for absence
2. To consider declarations of interest in agenda items
3. To confirm the minutes of the meeting on the 3<sup>rd</sup> November
4. To note a report by the Clerk
5. To note a report by the Chair
6. To receive reports from the County and District Councillors
7. Planning applications: To note decisions and consider applications
  - 1.New applications** – S.20/2499/LBC Burden Court, Tresham, Listed Building Application- extension, internal alterations including a new staircase and external alterations including new doors within existing openings, roof light over stairwell and dormer over en-suite to east elevation; S.20/2498/HHOL Burden Court, Tresham, Householder Application- extension, loft conversion, external alterations, roof light and dormer to east elevation
  - 2.Applications dealt with under delegated powers** – S.20/2421/HHOLD, Twin cottage, Tresham, first floor rear extension above existing single storey
  - 3. Decisions:** - S.20/1908/HHOLD Upper Kilcot House, Upper Kilcot, Hillesley, Alterations and additions to existing garage/storage building and use as additional living accommodation. - permitted; S.19/2300/VAR Land To The West of Hawkesbury Road, Hillesley, Variation of condition 2 (approved plans list) on application S.17/2541/FUL (Erection of 17 dwellings) to reduce number of house types, reduce heights and relocation of plots - permitted
8. Finance
  1. To monitor performance to date
  2. Payments: clerks wages, October, November, December 2020, (£614.40); clerks expenses (£12.11); Garden Manicures (£594.93)
  3. To agree budget for financial year 2021 to 2022
  4. To set precept for financial year 2021 to 2022
  5. To appoint internal auditor for 2021 to 2022
  6. To update bank signatories procedures
9. To consider grant applications
10. To consider operating options for the Hawkesbury road car park and agree actions
11. To consider council IT and software options
12. To consider options for a Christmas display
13. To agree date and format for the next Parish Council meeting

*Meeting by Zoom: Details of this meeting ID and login are available from the clerk's email: [htpcclerk@gmail.com](mailto:htpcclerk@gmail.com) in advance of the meeting and parishioners are welcome to join the meeting in this IT format during the lockdown period.*