



HOLLESLEY PARISH COUNCIL

Mrs Judi Hallett, Clerk to the Council
Manor Farm, Hollesley, Woodbridge Suffolk IP12 3NB

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NOTICE OF THE HOLLESLEY PARISH COUNCIL MEETING TO BE HELD ON THURSDAY 20th APRIL 2023 AT 7.30PM HOLLESLEY VILLAGE HALL, WOODBRIDGE ROAD, HOLLESLEY

All Parish Councillors are summoned to attend a meeting of the Parish Council as detailed above.
All public and press are also cordially invited.

Agenda

1. Apologies for Absence:
 - a) To receive apologies
 - b) To approve Apologies
2. To receive any...
 - a) Declarations of Pecuniary Interest
 - b) Declarations of Non-Pecuniary Interest
 - c) Applications for Dispensation on Agenda Items.
 - d) Declarations of Gifts or Hospitality Received over the value of £25.00
 - e) Notifications of Lobbying with reference to any Planning Application to be discussed.
3. Public Session (15 mins max):
 - a) Reports or comment from any member of the public or from any other village organisation
 - b) Reports or comment from ESC Councillor and SCC Councillor
4. To agree Minutes of meeting dated 16th March 2022
5. Election:
 - a) To receive notification of the Nominations for Council and confirmation that all Nominees were automatically elected
 - b) To complete the Election Expenses Forms
6. Finance Matters:
 - a) To receive and accept Accounts as at 31st March 2023
 - b) To accept Internal Auditor's Report for 2022/23 and 'Annual Internal Audit Report' within Part 3 of the Annual Governance and Accountability Return 2022/23
 - c) To agree and complete Section 1 of Part 3 of the Annual Governance and Accountability Return 2022/23
 - d) To agree and complete Section 2 of Part 3 of the AGAR 2022/23
 - e) To agree Reserve Allocations as at 1st April 2023
 - f) To agree the CIL Report for 2022/23
 - g) To agree the Internal Control Statement for year ending 31st March 2023
 - h) To authorise the following Invoices for Payments:
 - i. J Hallett (Expenses for last three months) £261.05
 - ii. HMRC Cumbernauld (Clerk's PAYE) £477.40
 - iii. Suffolk.Cloud (Website hosting) £150.00
 - iv. Husband Collection Services (Receiver for Eastern Play Services) £3,720.00

Please be aware that recording of meetings is probable

v. Hollesley Bowls Club (APM Hall Hire)	£27.00
vi. K N Coe (Maintenance on Hedge Fence)	£170.00
vii. E Curtis (Litter Picking)	£150.00
viii. S C Norse Ltd (Refuse Collection)	£238.21
ix. Hollesley Village hall (Hall Hire for past 6 months)	£186.00
x. SALC (Annual Subscription)	£493.10
xi. Trevor Brown (Internal Audit)	£210.00
xii. Just 42 (Grant)	£1,080.00
xiii. Friends of Hollesley School (Grant)	£500.00
xiv. All Saints Church, Hollesley (Grant for Fete)	£150.00
xv. Hollesley Good Neighbours (Grant)	£220.00
xvi. Hollesley Welcome Club (Grant)	£360.00
xvii. <i>Any invoice coming forth</i>	
i) To note Payments made since last meeting:	
i. Suffolk County Council (Street Lighting)	£1,429.49
ii. ES Norse Ltd (Grass Cutting)	£2,159.17
j) To note Payments received since last meeting:	
i. EB Button (Cemetery)	£525.00
ii. Co-op Funerals (Cemetery)	£100.00
iii. Hollesley Village Hall (Refuse Collection Contribution)	£397.28
iv. Alford Storage (Clothes Bank)	£15.00

7. To discuss the following Planning Applications/Appeals:

- a) DC/23/0909/FUL- Retrospective Application - The installation of 3no. animal feed silos - Part Land South Of , Melton Road, Hollesley

8. Projects List – To discuss draft list and agree priorities

9. Highways:

- a) To receive update on New Benches at Tank Hill and Allotments
b) To receive update on proposed new Bus Shelter at Oak Hill
c) To discuss hosting a ‘Beating the Bounds’ walk on 14th May
d) Quite Lanes – To discuss liaising with the Quiet Lanes Team to ask if others on the Peninsular could be designated in a mini-project; Lodge Road to be included
e) To consider purchase of a ‘Deer in Road’ triangular sign (400mm) to be placed on an existing post along Lodge Road.

10. Hollesley Village Hall

- a) Transfer of the Legal Title of the Village Hall to the new Hollesley Village Hall CIO – To receive update

11. Recreation Grounds:

- a) To receive update on the celebrations for the Coronation of King Charles III
b) Shipping Containers – To receive update on moving and disguising them
c) To receive an update on Wickham Market Youths using the Recreation Ground for Football on a Saturday morning (from Sept 2023)
d) To discuss if the existing goals need further work
e) To discuss moving across to David Bracey for Play Park Quarterly and Annual Inspections
f) To discuss if the rules regarding dogs on the Recreation Ground should be reviewed.

12. Documentation – To review the following Documents:

- a) Asset Register (March 2023) – sent to all on 4th April 2023

13. To receive agenda items and agree date of Next Meeting (18th May 2023 – In Hollesley Village Hall)

Judi Hallett - Clerk to the Parish Council (14th April 2023)