



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 21st SEPTEMBER 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 £50.00
 - e) Notifications of Lobbying with reference to any Planning Application to be discussed.
3. To co-opt a Parish Councillor and sign the 'Declaration of Acceptance of Office' Form
4. 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
5. To agree Minutes of meeting dated 6th September 2023
6. Hollesley Village Hall
 - a) To receive an update on the transfer of the Legal Title of the Village Hall to the new Hollesley Village Hall CIO
 - b) To receive report from HPC Trustee
7. Allotments:
 - a) To receive an update on the registration of the Allotments with the Land Registry
 - b) To discuss review undertaken of the Allotment Plots
 - c) To discuss request from tenant to keep chickens on one Plot
8. Recreation Grounds:
 - a) Oak Hill – To discuss replacing the Five Black Poplar Trees at the Recreation Ground
9. To discuss the following Planning Applications/Appeals:
 - a) DC/23/3386/FUL - Two storey side extension, part single, part two storey rear extension and front porch. - 79 Oak Hill Hollesley

Please be aware that recording of meetings is probable

10. Finance Matters:

- a) To receive and accept Accounts as at 31st August 2023
- b) To acknowledge receipt of Section 3 of Part 3 of the 2022/23 AGAR and the Notice of Conclusion of Audit 2022/23
- c) To discuss total cost of new Dog Bin for Hollesley Upper Common (£273.27 + vat for bin and installation plus £91 + vat per annum emptying charges)
- d) To authorise the following Invoices for Payments:
 - i. J Hallett (Three month's Salary – July, Aug and Sept) £1,804.58(tbc)
 - ii. AJGIBL GBP CLIENT NST ACCOUNT (Annual Insurance) £1,803.04
 - iii. *Any invoice coming forth*
- e) To note Payments made since last meeting:
 - i. None
- f) To note Payments received since last meeting:
 - i. E B Button and Sons (Cemetery) £250.00
 - ii. J Hallett (Basket Ball Back Refund) £24.99
 - iii. HMRC (VAT Refund) £1,744.52

11. Highways and Footpaths:

- a) To discuss update on proposed new Bus Shelter at Oak Hill

12. Clerk's Absence – To discuss course of action to be taken during Clerk's Absence

13. To receive agenda items and agree date of Next Meeting (26th October 2023 – In Hollesley Village Hall)

Judi Hallett ~ Clerk to the Parish Council (15th September 2023)