



HOLLESLEY PARISH COUNCIL

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

Tel: 01394 411405 / 07739 411927 hollesleyparishclerk@gmail.com

NOTICE OF THE HOLLESLEY PARISH COUNCIL MEETING TO BE HELD ON THURSDAY 21ST MARCH 2024 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. 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 15th February 2023
5. Finance Matters:
 - a) To receive and accept Accounts as at 29th February 2024
 - b) To consider making a grant to the East Anglian Air Ambulance, in exchange for hedge cutting performed at no cost by a local farm
 - c) To consider giving a small gift to operator of Farm Machinery (*item 5 b*)
 - d) To authorise the following Invoices for Payments:

i. Hirst Signs Ltd (Allotment Sign)	£84.60
ii. J Hallett (Salary for past 3 months)	£1,965.89
iii. SCC Pension Fund (Clerk's Pension contributions for 3 months)	£686.55
iv. Fenland Leisure Products (Connector for Play Net)	£8.16
v. <i>Any invoice coming forth</i>	
 - e) To note Payments made since last meeting:
 - i. None
 - f) To note Payments received since last meeting:
 - i. None
6. Clerk's Pay Grade – To discuss raising the Clerk's Pay Grade to SCP24, as per decision taken on 17th March 2022.
7. To discuss moving to a '.gov.uk' domain with dedicated email addresses

Please be aware that recording of meetings is probable

8. 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
9. To discuss becoming more involved in the Peninsula Village Community Land Trust and possibly appointing a Trustee
10. To discuss the following Planning Applications/Appeals:
 - a) None
11. Recreation Grounds:
 - a) Village Hall Ground – To decide if the ground is firm enough to allow Caravans on site at Easter Week-end
 - b) Oak Hill Ground – To receive update on the closure of the path beside the old Social Club
12. New Bus Shelter at Oak Hill:
 - a) To receive information from Clerk re. ownership of different parcels of land around the old Bus Shelter Site
13. Documentation – To confirm review and adoption of:
 - a) Risk Assessment (Financial) March 2024
 - b) Risk Assessment (Non-Financial) March 2024
 - c) Risk Assessment (Cemetery Maintenance) March 2024
 - d) Risk Assessment (Litter Picking) March 2024
14. Highways:
 - a) To receive notification of steps taken to cut the hedges against School Lane, The Street and The Cemetery
 - b) To consider request from a resident to request a 'Children Crossing' sign(s) close to the entrance to the Village Hall/Recreation Ground on Woodbridge Road and other crossing issues in the village.
15. Annual Parish Meeting – To receive update on plans (4th April 2024)
16. To receive agenda items and agree date of Next Meeting (18th April 2024 – In Hollesley Village Hall)

Judi Hallett - Clerk to the Parish Council (15th March 2024)