



HOLLESLEY PARISH COUNCIL

Mrs Judi Hallett, Clerk to the Council
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NOTICE OF THE PARISH COUNCIL MEETING TO BE HELD ON THURSDAY 4th FEBRUARY 2016 AT THE VILLAGE HALL, WOODBRIDGE ROAD, HOLLESLEY AT 7.30pm

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. To receive Apologies for absence
2. To receive any Declarations of Interest and any Applications for Dispensation on Agenda Items
3. Co-option of New Parish Councillor: Applicants to be confirmed
4. Public Session (15 mins max):
 - a) Reports or comment from any member of the public
 - b) Reports or comment from SCDC or SCC Councillors
 - c) Report from Rev. Hatchett
5. To agree Minutes of meeting dated 7th January 2016
6. To discuss and agree response to the following Planning Applications:
 - a) DC/15/5210/FUL - Change of Use from domestic garage to residential annexe or short term holiday let - Green Knowe School Lane
 - b) DC/16/0093/VOC - Variation of Condition No. 2 of Planning Permission Consent: DC/14/3533/FUL - Heath Dairy Farm, Melton Road
 - c) DC/16/0131/DRC - Submission of details as required by Conditions 3, 7 and 8 of C/13/0110 - Part Of Hollesley Bay Garage, The Street
 - d) Any application coming forth
7. To review and agree all draft documentation sent to Councillors on 1st December 2015
8. Community Emergency Plan - To receive a update from the Clerk
9. Village Hall/Recreation Ground – to discuss proposals for improvements at the Village Hall and Recreation Ground to create a fantastic village amenity space.
10. Queen's 90th birthday Celebrations (week-end of 11th and 12th June 2016) – To receive an update from the Working Party
11. Cemetery:
 - a) To discuss maintenance of untidy graves in the Cemetery
 - b) To discuss revising Cemetery Fees – suggested fees sent 25th Jan 2016

Please be aware that recording of meetings is probable

12. Highways and Footpaths:
- a) To receive report from Oak Hill and Duck Corner Footpaths Working Group on the proposed footpath between Oak Hill and Duck Corner
 - b) To receive an update from Cllrs. T Daly and Stammers on the 'Beat the Bounds'
 - c) To receive an update on the bus shelter at Duck Corner
 - d) To discuss invitation to consider installing Quiet Lanes in Hollesley
 - e) To receive an update on Footpath 22 and meeting held on 13th January (Cllrs T Daly and Beacroft)
 - f) To update re the 'Blue Bell Wood' path through Poplar Park (Cllr. T Daly)
 - g) To discuss if HPC would like to make representation on the possible closure of the Martlesham Park and Ride facility
13. To receive update on creating village gardens spaces from Cllr. Lewis
14. Finance Matters:
- a) To review and authorise Accounts for year to 31st December 2015
 - b) To receive an update on part repayment of the PWLB Loan held by the Parish Council
 - c) To discuss purchase of a projector for use with the Parish Council's Laptop
 - d) To authorise the following Invoices for Payments:
 - i. J Hallett (Expenses and Admin) £39.00
 - ii. Any invoice coming forth
 - e) To note Payments made since January meeting:
 - i. Clerk's Salary (Jan) £284.71
 - f) To note Payments received since January meeting:
 - i. None
15. To receive an update from the Village Street Lighting Working Party following meeting on 15th January
16. To discuss setting up a working party to improve the Street Scene (Grit bins, seats/benches, etc.)
17. To receive Clerk's report and items arising from last minutes not covered elsewhere, to include:
- a) To acknowledge previous months list of planning decisions made by SCDC
 - b) Update on Play Park inspection recording process
 - c) Update new Village Sign
 - d) Update on Scattered Orchards Project
 - e) Update on Street Lights at Oak Hill
 - f) Update on installation of a Defibrillator for Hollesley Village
 - g) Update on Hollesley Grapevine
 - h) To discuss meeting dates for May, Aug and Dec meetings due to hall being unavailable (Suffolk Punch Trust a possibility)
 - i) To discuss request for dog bin at Hollesley Common
18. To consider request from Hollesley Players to put a second 'Container' on the Playing Field for storage of drama equipment and props
19. CONFIDENTIAL (Public and Press to be excluded) - To discuss Clerk's working hours as recorded so far
20. To receive agenda items for next meeting and agree date of Next Meeting

Judi Hallett - Clerk to the Parish Council (29th January 2016)