



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 3rd MARCH 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. Public Session (15 mins max):
 - a) Reports or comment from any member of the public (to include update on the Bawdsey Coastal Partnership Group from Tim Green)
 - b) Reports or comment from SCDC or SCC Councillors
 - c) Report from Rev. Hatchett
4. To agree Minutes of meeting dated 4th February 2016
5. To discuss and agree response to the following Planning Applications:
 - a) None at time of producing agenda
 - b) Any application coming forth
6. Pension provision for Clerk – To discuss establishing a working group to investigate provision of a pension for the Clerk
7. Community Emergency Plan - To receive a update from the Clerk
8. Village Hall/Recreation Ground – To discuss receive update from Working Party.
9. Queen's 90th birthday Celebrations – To receive an update from the Working Party
10. Cemetery – To receive an update from the Cemetery Councillors to include
 - a) Plans for maintenance of the Cemetery and request for funding for bulbs
 - b) Proposed revised Cemetery Fees – suggested fees sent 11th Feb
11. To consider request from Hollesley Players to put a second 'Container' on the Playing Field for storage of drama equipment and props

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 and to agree a contribution to the project
- d) To approve the process for installing a Quiet Lane in School Lane
- e) To receive an update on Footpath 22
- f) To update re the 'Blue Bell Wood' path through Poplar Park
- g) To discuss requesting a footpath be installed between Parson's Hill and the Allotments entrance in The Street

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 January and 29th February 2016
- b) To review the internal financial controls and effectiveness of the appointed Internal Auditor
- c) To receive an update on part repayment of the PWLB Loan held by the Parish Council
- d) To agree purchase of a projector for use with the Parish Council's Laptop (cost of £317.24)
- e) To authorise the following Invoices for Payments:
 - i. J Hallett (Expenses and Admin) £54.12
 - ii. Business Services at CAS Ltd (Pavilion Ins) £171.57
 - iii. Any invoice coming forth
- f) To note Payments made since February meeting:
 - i. Clerk's Salary (Feb) £284.51
- g) To note Payments received since February meeting:
 - i. VAT Refund £2,214.66
 - ii. Allotment Rents (x 4) £106.00

15. To receive an update from the Village Street Lighting Working Party, following report distributed on 9th Feb

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) Update on Play Park inspection recording process
- b) Update new Village Sign
- c) Update on Street Lights at Oak Hill
- d) Update on installation of a Defibrillator for Hollesley Village
- e) To discuss meeting dates for May, Aug and Dec meetings due to hall being unavailable (Suffolk Punch Trust a possibility)
- f) To receive update on the Allotments

18. To discuss listing certain village assets of Community Value with SCDC

19. To receive a report on the Bawdsey Coastal Partnership Group from Cllr. Lewis

20. Correspondence:

- a) None at the time of producing the agenda
- b) Any correspondence coming forth

21. To receive agenda items for next meeting and agree date of Next Meeting

Judi Hallett - Clerk to the Parish Council (26th February 2016)