



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 PARISH COUNCIL MEETING TO BE HELD ON THURSDAY 7th APRIL 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
 - b) Reports or comment from SCDC or SCC Councillors
 - c) Report from Rev. Hatchett
4. To agree Minutes of meeting dated 29th March 2016
5. To discuss and agree response to the following Planning Applications:
 - a) *None at time of publishing agenda*
 - b) Any application coming forth
6. Pension provision for Clerk – To receive an update from the Finance Councillors
7. Village Hall/Recreation Ground :
 - a) To receive update from Chair/Vice Chair on New Pavilion meeting with Football Clubs and Village Hall Committee
 - b) To discuss the broken window and damaged wall
8. Queen's 90th birthday Celebrations – To receive an update from the Working Party
9. Highways and Footpaths:
 - a) To receive report from OH and DC 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 receive an update on installing a Quiet Lane in School Lane
 - e) To discuss the use of School Lane and other village roads by large farm equipment (*e-mail from concerned resident*)
10. To discuss creating village gardens spaces (suggestions from Cllr. Lewis circulated)

Please be aware that recording of meetings is probable

11. Finance Matters:

- a) To review and authorise Accounts for year to 29th February 2016
- b) To consider grant request from Hollesley Welcome Club for £141.00 (*cost of their insurance*)
- c) To authorise the following Invoices for Payments:
 - i. J Hallett (Expenses and Admin) £42.98
 - ii. Hollesley Village Hall (Grant for 2016/17) £2,500.00
 - iii. SALC (Provision of Payroll Service) £50.40
 - iv. HMRC (PAYE for Jan, Feb and March) £213.60
 - v. SALC (Good Councillor Guides + S Young & Clerk Training) £161.25
 - vi. D Barnard (3 month's litter picking) £120.00
 - vii. Business Services at CAS Ltd £94.98
 - viii. Anglian Water (set up charges for allotments) £34.61
 - ix. C Walker (disposal of tyres from allotments) £30.60
 - x. Any invoice coming forth
- d) To note Payments made since March meeting:
 - i. Clerk's Salary (March) £284.51
 - ii. C Stammers (expenses for notice board) £5.84
- e) To note Payments received since March meeting:
 - i. Grant from Village Voices (for QEII 90th celebrations) £250.00
 - ii. Allotment Fees (6 fees) £162.98

12. To receive an update from the Village Street Lighting Working Party

13. To discuss setting up a working party to improve the Street Scene (Grit bins, seats/benches, etc.)

14. To receive Clerk's report and items arising from last minutes not covered elsewhere, to include:

- a) An update on Play Park inspection recording process
- b) An update on the new Village Sign designs and discussion on budgeting
- c) A request from a Parishioner that the existing village sign is maintained
- d) An update on the Allotments
- e) An update on the Cemetery
- f) An update on the request for a further container from the Hollesley Players
- g) An update on the listing of Village Community Assets
- h) An update on the Annual Parish Meeting

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

16. To discuss the merits of conducting a Housing Needs Survey for Hollesley

17. Correspondence:

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

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

Judi Hallett ~ Clerk to the Parish Council (1st April 2016)