



# 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](mailto:hollesleyparishclerk@gmail.com)

---

## NOTICE OF THE PARISH COUNCIL MEETING TO BE HELD ON THURSDAY 4<sup>th</sup> AUGUST 2016 AT THE **SUFFOLK PUNCH TRUST, OAK HILL**, HOLLESLEY AT **7.00pm**

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 or from any other village organisation
  - b) Reports or comment from SCDC or SCC Councillors
4. To agree Minutes of meeting dated 7<sup>th</sup> July 2016
5. To discuss and agree response to the following Planning Applications:
  - a) *None at the time of compiling the agenda*
  - b) Any application coming forth
6. Village Hall/Recreation Ground :
  - a) To receive updates on the Play Park Equipment required/requested by Hollesley Primary School, Just 42 members and gathered after Grapevine article
  - b) To receive update on improvements to improve the hall driveway & parking areas (inc. drainage)
  - c) To receive update on the marking an 'Accessible Parking Bay' at the front of the Hall car-park
7. Highways and Footpaths:
  - a) To receive an update on the path between Water Tower and Duck Corner
  - b) To receive an update on Highways matters from Cllr. James Mallinder
  - c) To receive an update on issues with footpaths 25 and 33 at Oak Hill
  - d) To discuss installing a Quiet Lane in School Lane
  - e) To receive an update on the path at the Black Ditch Plantation/Poplar Park
  - f) To receive an update on parking arrangements at the School from Cllr. Jane Daly
  - g) To agree to the cost of installing a nameplate of 'Mills Green' on the green area in Swallows Close (cost of £82.00 + VAT)
  - h) To discuss holding a 'Road Sign Cleaning' Working Party

8. Finance Matters:
- a) To agree accounts for month ending 30<sup>th</sup> June 2016.
  - b) To authorise the following Invoices for Payments:
    - i. J Hallett (Expenses and Admin) £114.78
    - ii. C Walker (3 x Isolation Valves for Allotments) £15.08
    - iii. Any invoice coming forth
  - c) To note Payments made since July meeting:
    - i. Clerk's Salary (July) £284.51
  - d) To note Payments received since July meeting:
    - i. None
9. To receive Clerk's report and items arising from last minutes not covered elsewhere, to include:
- a) To agree design and location for the new village sign and to receive an update on the funding.
  - b) To receive an update on the Allotments
  - c) Report from Community Feedback Meeting with Police (Cllr. Mallinder)
10. Documentation – To adopt the **Equal Opportunities Policy – August 2016** (sent to Councillors on 25<sup>th</sup> July 2016)
11. To receive agenda items for next meeting and agree date of Next Meeting

*Judi Hallett* - Clerk to the Parish Council (28<sup>th</sup> July 2016)