



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 6th OCTOBER 2016 AT THE VILLAGE HALL, 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 a new Councillor and signing of the Declaration of Acceptance of Office form
4. 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
5. To agree Minutes of meeting dated 1st September 2016
6. To discuss and agree response to the following Planning Applications:
 - a) DC/16/3559/FUL - Rear extension at Fern Cottage Alderton Road Hollesley
 - b) DC/16/3781/COU - Construction of a 20x40 metre horse arena with post and rail fencing for private family recreational use at Pine Dale Lodge Road Hollesley
 - c) Any application coming forth
7. To receive report on the Coastal Community Team and Economic Forum from Dist. Cllr. Block
8. Village Hall/Recreation Ground :
 - a) To discuss options for placing bicycle racks at the hall – proposal sent to Councillor on 13th Sept
 - b) To discuss quotes received to improve the hall driveway & parking areas
 - c) To discuss setting up a join 'Development Committee' with the Village Hall Committee
9. Highways and Footpaths:
 - a) To discuss representation at the Rights of Way Committee Meeting with reference to 'Claimed Public Footpath linking Restricted Byway 54 Hollesley and the junction of Public Footpaths 3 and 4 Hollesley'
 - b) To discuss purchase of a Speed Indicator Device (SID)
 - c) To receive an update on the path between Water Tower and Duck Corner (Dist. Cllr. Block)
 - d) To discuss purchasing 30 MPH stickers for wheelie bins – Price £70 for 100
 - e) To confirm School Lane and Shingle Street Road should be designated as Quiet Lanes
 - f) To discuss most appropriate way to manage notification to landowners of an overgrown hedge on the highway
 - g) Update on Bus Shelter at Duck Corner
 - h) To discuss a resident's request that signage for Stebbings Lane is improved

Please be aware that recording of meetings is probable

10. Finance Matters:

- a) To agree accounts for month ending 31st August 2016.
- b) Signing of Direct Debit Mandate for Pension contributions
- c) To discuss proposal from Cllr. Mallinder that the £243.76 reclaimed in VAT in August be put towards the New Village Sign project
- d) To ratify agreement outside of the meeting to change Insurance companies to Hiscox in order to save £500 on the annual premium.
- e) To discuss continued use of the OneSuffolk Web Site – annual charge now £50.00
- f) To authorise the following Invoices for Payments:
 - i. J Hallett (Expenses and Admin) £60.67
 - ii. C Stammers (Ink and Paper allowance) £25.00
 - iii. M Friend (Lock and 10 keys for Gate) £45.00
 - iv. D Barnard (Litter collection July, August and Sept) £120.00
 - v. HMRC (PAYE) £213.40
 - vi. Any invoice coming forth
- g) To note Payments made since September meeting:
 - i. Clerk's Salary (Sept) £284.51
 - ii. Reed Electrical Contractors Ltd (Pavilion Electrics) £1,757.04
- h) To note Payments received since September meeting:
 - i. C Shaw (Donation for Sign) £50.00
 - ii. Anonymous (Donation for Sign) £200.00
 - iii. Aristocats Cattery (Donation for sign) £100.00
 - iv. F Masters (Memorial) £125.00
 - v. Precept (half) £14,100.00

11. To discuss the BT Broadband service to the village and what steps the Parish Council can take

12. Documentation - To adopt the following documentation:

- a) Disciplinary Procedure Oct 2016 – *Sent to Councillors on 24th September*
- b) Grievance Procedure Oct 2016 - *Sent to Councillors on 24th September*

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

- a) A update on funding for the new village sign
- b) An update on the Allotments to include discussion on condition of tarmac path
- c) To agree dates for meetings in 2017 (sent to Councillors on 5th Sept)
- d) To discuss changing the Clerk's pay and recuperation of expenses to quarterly
- e) To receive a letter from Dr Therese Coffey MP with reference to the street lights at Oak Hill

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

Judi Hallett ~ Clerk to the Parish Council (30th September 2016)