



# 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 3<sup>rd</sup> NOVEMBER 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. 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 6<sup>th</sup> October 2016
5. To discuss and agree response to the following Planning Applications:
  - a) None at time of producing the Agenda
  - b) Any application coming forth
6. Clerk:
  - a) To discuss payment of overtime for Clerk over the past 6 months – 68 hours
  - b) To discuss recording of hours Clerk works and possible amendment to contract of employment to 10.5 hours per week (from 8 hours)
  - c) To receive report of Clerk's annual review and to discuss raising the Clerk's pay scale by one point (to SCP 22), as per her contract.
7. To discuss response to the SCDC Local Plan Proposed Main Modifications and Sustainability Appraisal and Habitats Regulations Assessment Consultation
8. To discuss moving from OneSuffolk to Suffolk.cloud for Web site hosting and service
9. Village Hall/Recreation Ground :
  - a) To receive an update on bicycle racks at the hall
  - b) To receive update on the hall driveway & parking areas
10. Highways and Footpaths:
  - a) To receive report on 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 confirm School Lane and Shingle Street Road should be designated as Quiet Lanes
  - d) To discuss proposed Bus Shelter at Duck Corner
  - e) To discuss placing a 'Stebbings Lane' sign in Stebbings Lane

*Please be aware that recording of meetings is probable*

11. Finance Matters:

- a) To agree accounts for month ending 30<sup>th</sup> September 2016.
- b) To discuss Grant Applications received
- c) To discuss request for funding received from Just 42 for period between January and July 2017 (£378.00)
- d) To authorise the following Invoices for Payments:
  - i. P Magennis (toilet in Pavilion) £18.86
  - ii. SALC (Clerks Networking Day + Payroll provision) £37.20
  - iii. SC Norse (Mills Green Sign and Refuse Collection) £491.52
  - iv. James Mallinder (refreshments for Mills Green unveiling) £20.55
  - v. Helen Lewis (refreshments for Mills Green unveiling) £5.00
  - vi. Any invoice coming forth
- e) To note Payments made since September meeting:
  - i. None
- f) To note Payments received since September meeting:
  - i. CS Shaw (new sign donation) £50.00
  - ii. F Masters (inscription on headstone) £25.00
  - iii. Lightbody Music Event (new sign donation) £95.00

12. Allotments:

- a) To discuss report from Tree Surgeon with reference to the trees uprooting the path at the Allotments

13. Documentation – Authorisation of:

- a) Asset Register – Oct 2016 (*sent to Councillors on 3<sup>rd</sup> Oct 2016*)

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

- a) A update on the new village sign
- b) To receive resignation of Cllr. Tony Barnard

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

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