



HOLLESLEY PARISH COUNCIL

Mrs Judi Hallett, *Clerk to the Council*
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NOTICE OF THE ANNUAL PARISH COUNCIL MEETING TO BE HELD ON THURSDAY 4th MAY 2017 AT THE **SUFFOLK PUNCH TRUST**, 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 elect Chairman of the Council for 2017/18 and signing of the 'Declaration of Acceptance of Office'
2. To receive Apologies for absence
3. To receive any Declarations of Interest and any Applications for Dispensation on Agenda Items
4. Public Session (15 mins max):
 - a) Reports or comment from any member of the public or from any other village organisation
5. To elect Vice-Chairman of the Council for 2017/18 and signing of the 'Declaration of Acceptance of Office'
6. To confirm following roles and advisory groups:
 - a) Planning Councillors (*currently Cllrs Burbridge, T Daly, Mallinder and Vacancy*)
 - b) Finance Councillors (*currently Cllrs Burbridge, J Daly, Stammers and Vacancy*)
 - c) Allotments Councillors (*currently Cllrs Stammers and Vacancy*)
 - d) Environment Councillors (*currently Cllrs Beecroft, T Daly and Lewis*)
 - e) Cemetery Councillors (*currently Cllrs Stammers, Lewis and Vacancy*)
 - f) Oak Hill Resident's Association Representative (*currently Vacant*)
 - g) Village Hall Representative (*currently Cllr Friend*)
 - h) SALC Representative (*currently Cllr Friend*)
 - i) Internal Auditor (*currently Mr Trevor Brown*)
7. To agree Minutes of meeting dated 6th April 2017
8. To discuss and agree response to the following Planning Applications:
 - a) *None at the time of producing the agenda*
 - b) Any application coming forth
9. Enabling Development – To receive an update from Cllr. Palmer
10. Allotments:
 - a) To receive an update on the path
 - b) To discuss second quote for the cutting of the hedge next to Plot 9

Please be aware that recording of meetings is probable

11. Village Hall/Recreation Ground :
- a) To receive an update from Clerk on the possible funding from the FA
 - b) To receive an update on funding for the disabled ramps at the Main and Piano Corner entrance at the Village Hall and to discuss a contribution from the Parish Council of £400 towards this project
12. Highways and Footpaths:
- a) To receive an update on the Community Speed Watch programme
 - b) To receive update from 'Duck Corner to Water Tower' Working Party
13. Finance Matters:
- a) To agree accounts for year ending 31st March 2017.
 - b) To receive and accept Internal Auditor's Report
 - c) To agree responses to the Annual Governance Statement and sign the BDO Accounts Statement 2016/17 (Sections 1 and 2)
 - d) To discuss funding the hire of Hollesley Village Hall for an Age UK awareness event for the Wilford peninsula – probable cost £42.00
 - e) To discuss purchase of 2 new SID brackets at a total cost of £100.00
 - f) To consider request from Hollesley Primary School for purchase of 12 Hi-Vis Jackets- Approximate cost £25.00
 - g) To authorise the following Invoices for Payments:

i. T Brown (Internal Audit)	£120.00
ii. A Stebbens (Mileage to Harry Stebbings Workshop)	£49.50
iii. Any invoice coming forth	
 - h) To note Payments made since April meeting:
 - i. None
 - i) To note Payments received since April meeting:

i. Precept (50%)	£14,500.00
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14. To receive Clerk's report and items arising from last minutes not covered elsewhere, to include:
- a) To receive an update on the New Village Sign
 - b) To formally receive resignation from Cllr. Chris Walker
 - c) Any other matters forthcoming
15. To receive agenda items for next meeting and agree date of Next Meeting

Judi Hallett - Clerk to the Parish Council (28th April 2017)