



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 7th SEPTEMBER 2017 AT HOLLESLEY VILLAGE HALL, HEATH 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. To co-opt a Parish Councillor and the signing of the Declaration of Acceptance of Office
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 Councillor and SCC Councillor
5. To agree Minutes of meeting dated 6th July 2017
6. To discuss and agree response to the following Planning Applications:
 - a) DC/17/3644/FUL – Proposed extension at 1 Swallows Close, Hollesley
 - b) DC/17/3568/FUL - Single storey extension to existing dwelling and conversion of roof space (re-submission DC/16/5307/FUL). - 9 Woodbridge Walk, Hollesley
 - c) Any application coming forth
 - d) To confirm process of dealing with planning applications and Councillors responsibilities
7. New Village Sign – To discuss and agree final design
8. Enabling Development – To receive an update from Cllr. Palmer
9. Community Land Trust – Report from Cllrs. Mallinder and Palmer
10. To discuss working with other Peninsula Councils on common issues and projects
11. Allotments:
 - a) To receive an update on the path
12. Village Hall/Recreation Ground :
 - a) To receive an update on the disabled ramps at the Village Hall

Please be aware that recording of meetings is probable

13. Highways and Footpaths:

- a) To authorise wording for the statement from Hollesley Parish Council to the Blue Bell Wood enquiry inspector
- b) To discuss a Walk/Run of Hollesley's Footpaths
- c) To receive an update on speeding vehicles (especially farm traffic) through the village
- d) To receive an update on the Community Speed Watch programme
- e) To receive response from Mr Greenwell to our questions regarding the path between Duck Corner and Water Tower.
- f) To receive update on the bus shelter
- g) To discuss the proposed Public Space Protection Order at Shingle Street

14. Finance Matters:

- a) To agree accounts for to 31st July 2017.
- b) To discuss letter from D Barnard regarding charges for litter picking
- c) To discuss advertising for a 'Maintenance Man' to contract out all maintenance tasks
- d) To authorise the following Invoices for Payments:
 - i. Came and Company (Annual Insurance) £664.24
 - ii. BDO LLP (External Audit) £312.00
 - iii. Any invoice coming forth
- e) To note Payments made since July meeting:
 - i. Binder Ltd £180.60
 - ii. S C Norse £26.80
 - iii. Westcotec Ltd £60.00
 - iv. Village Sign People £100.00
 - v. Anglian Water £51.33
 - vi. BDO LLP £276.00
- f) To note Payments received since July meeting:
 - i. Hollesley Village Hall Committee (Ramps) £513.45
 - ii. Hollesley Fete (Ramps) £100.00
 - iii. Annie Tranmer Trust (Ramps) £250.00
 - iv. East of England Co-Op (Inv HPC005) £525.00
 - v. VAT Refund £511.59
 - vi. Plot 156 Reservation for Mr L J Smith £300.00
 - vii. SCDC (Ramps) £500.00

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

- a) To discuss changing the meeting date (from Jan 2018) to the third Thursday of the month
- b) To discuss a Parish Council Christmas Event
- c) Update on the Play Equipment Project
- d) To discuss visit from Dr Therese Coffey MP, possible additional points to put to her and the suggestion of a Peninsula Surgery.
- e) Any other matters forthcoming

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

Judi Hallett - Clerk to the Parish Council (1st September 2017)