



HOLLESLEY PARISH COUNCIL

Mrs Judi Hallett, Clerk to the Council
Manor Farm, Hollesley, Woodbridge Suffolk IP12 3NB

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NOTICE OF THE PARISH COUNCIL MEETING TO BE HELD ON THURSDAY 7th DECEMBER 2017 AT **HOLLESLEY BOWLS CLUB**, 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. To hear a complaint made by Mr N Bingham with reference to wording used by the Clerk in Grapevine 141
5. 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
6. To agree Minutes of meetings dated 2nd November 2017
7. To discuss and agree response to the following Planning Applications:
 - a) DC/17/4626/FUL Proposed alterations, extensions & detached double garage to form larger hobbies/playroom & sun room to rear. - 1 Melton Road, Hollesley
 - b) *Any application coming forth*
8. Neighbourhood Plan – To receive report from Cllr. Mallinder regarding the establishment of a Neighbourhood Plan
9. Community Land Trust – Report from Cllrs. Mallinder and Palmer
10. HPC E-mail and Hollesley Grapevine – To discuss process and procedures around both elements
11. To discuss and confirm appointment of a Data Protection Officer5
12. Allotments:
 - a) To receive an update on the path
 - b) To receive an update on the Tree Nursery
13. Highways and Footpaths:
 - a) To receive an update on the Community Speed Watch programme
 - b) To receive an update on replacing the 'HOLLESLEY' sign as you enter the village along Heath Road
 - c) To discuss Litter Collection contract and possibility of asking Hollesley Bay YOI to be involved
 - d) To receive an update on the Duck Corner to Water Tower Path
 - e) To discuss Village 5K Run

Please be aware that recording of meetings is probable

14. Finance Matters:

- a) To agree accounts up until 31st October 2017.
- b) To agree budget for 2018/19 and Precept Request Amount
- c) To review the allocation of funds for projects
- d) To discuss request from Friends of Hollesley Primary School for grant of £100
- e) To authorise the following Invoices for Payments:
 - i. SALC (AGM Expenses) £10.00
 - ii. Mr G Collins (Cemetery Grass and Allotment jobs) £720.00
 - iii. Hollesley Village Hall (Hall Hire 2016/17) £280.10
 - iv. SALC (DPO Training) £8.80
 - v. Getmapping Plc £36.00
 - vi. Any invoice coming forth
- f) To note Payments made since last meeting:
 - i. Royal British Legion (Grant for Poppy Day) £100.00
- g) To note Payments received since last meeting:
 - i. Allotment Payments (x 3) £74.42

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

- a) To receive reports on any meetings attended by Councillors
- b) To discuss amended the meeting start time to 7.00pm, from 7.30pm
- c) To discuss establishing a small orchard at the Recreation Ground
- d) Any other matters forthcoming

16. To discuss SCDC Initiative for supporting locations with poor broadband

17. Annual Review of Documentation - To confirm all HPC's Documentation has been reviewed and any amendments necessary made.

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

Judi Hallett ~ Clerk to the Parish Council (1st December 2017)