



# HOLLESLEY PARISH COUNCIL

Mrs Judi Hallett, Clerk to the Council  
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## NOTICE OF THE HOLLESLEY PARISH COUNCIL MEETING TO BE HELD ON THURSDAY 18<sup>th</sup> JANUARY 2018 AT HOLLESLEY VILLAGE HALL, WOODBRIDGE 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. 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
4. To agree Minutes of meeting dated 7<sup>th</sup> December 2017
5. To discuss and agree response to the following Planning Applications:
  - a) DC/17/5146/FUL Single storey side extension - 14 Moorlands, Hollesley – *To ratify comments already sent to SCDC*
  - b) DC/17/5154/FUL – Alterations for Fire Safety reasons – Blything Unit, Hollesley Bay, Hollesley - *To ratify comments already sent to SCDC*
  - c) DC/17/5146/FUL – Single Storey Extension to 14 Moorlands, Hollesley - *To ratify comments already sent to SCDC*
  - d) Any application coming forth
6. Neighbourhood Plan – To receive report from Cllr. Mallinder regarding the establishment of a Neighbourhood Plan
7. Community Land Trust – Report from Cllrs. Mallinder and Palmer
  - a) To seek approval to hold £5,000 for the CLT Group whilst their bank account is set up
8. To receive update from the Clerk on the impending Data Protection Legislation.
9. Proposed Path 65 (Blue Bell Wood Path):
  - a) To discuss additional segment HPC requested to connect proposed path 65 to the existing footpath on the North side of the ditch
  - b) To discuss asking Poplar Park owners allow access to the Blue Bell Wood on a certain day(s)
10. To discuss the contract for Litter collection in the village

*Please be aware that recording of meetings is probable*

11. Highways and Footpaths:

- a) To seek opinions on the small car park next to Moorlands.
- b) To receive an update on the Community Speed Watch programme
- c) To receive an update on replacing the 'HOLLESLEY' sign as you enter the village along Heath Road
- d) To receive an update on the Duck Corner to Water Tower Path
- e) To discuss traffic calming measures on Fox Hill, including a warning sign on Allotment Path and 'hoops' at the School end of the Allotment Path to slow children
- f) To discuss turning the corner of the Recreation Ground in to a Wild Flower Meadow with trees and bushes.

12. Finance Matters:

- a) To agree accounts up until 30<sup>th</sup> November 2017.
- b) To review the Internal Controls and Efficiency of our Internal Audit
- c) To authorise purchase of the 20 policy documents from LCPAS to assist with the Data Protection Act adjustments to Council documentation (£30.00)
- d) To discuss working with Ipswich Borough Council on Play Park Quarterly and RoSPA Annual Inspection (£397.00 plus VAT quoted Dec 2015)
- e) To authorise the following Invoices for Payments:
  - i. J Hallett (Clerk's expenses for Oct, Nov and Dec) £149.65
  - ii. HMRC (Clerk's PAYE) £301.80
  - iii. Ipswich Borough Council (Emergency Repairs to P/Park Equipment) £634.63
  - iv. Diana Barnard (Litter collection for 3 months) £150.00
  - v. Any invoice coming forth
- f) To note Payments made since last meeting:
  - i. Friends of Hollesley School (Grant) £100.00
  - ii. J Hallett (3 Month's salary) £1,207.07
- g) To note Payments received since last meeting:
  - i. Allotment Rent £28.00
  - ii. Cemetery Stone Engrave charge £25.00

13. 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 holding a Spring Bazaar
- c) Any other matters forthcoming

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

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

*Judi Hallett* - Clerk to the Parish Council (12<sup>th</sup> January 2018)