



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 19th APRIL 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. Co-option of New Councillor and signing of 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 15th March 2018
6. To discuss and agree response to the following Planning Applications:
 - a) DC/18/1080/FUL - Retention and Permanent Stationing / Use of Mobile Home for Residential Occupation at Rustic View, Bussock Lane, Hollesley – To confirm the Parish Council's position in light of further information from the Agent.
 - b) Any application coming forth
 - c) To discuss the 'Affordable Houses' being built in Mallard Way and the criteria for local residents applying for them.
7. Community Land Trust – Report from Cllrs. Mallinder, Hardwick and Palmer
8. To receive update from the Clerk on the impending Data Protection Legislation.
9. Community Emergency Plan – To discuss how we take this forward
10. Hollesley Good Neighbours – To receive report from Cllr. Lewis and decide if HPC wish to be directly involved
11. Recreation Ground:
 - a) To discuss work required to 12 Oak Trees on Recreation Ground
 - b) To receive update on Play Park Project
 - c) To discuss members of the public having bonfires on the Recreation Ground
 - d) To discuss supporting the Short Mat Bowls Club application to Tesco for funding
 - e) To discuss Football Training on Recreation Ground
12. Hollesley Fete – To discuss how the Parish Council can be involved and if it would like to hold a promotion Stall (potentially with other local Parish Councils)

Please be aware that recording of meetings is probable

13. Highways and Footpaths:

- a) To receive an update on the Duck Corner to Water Tower Path
- b) To receive an update on traffic calming measures on Fox Hill at the school crossing
- c) To discuss the necessity for a Beach Litter Pick

14. Finance Matters:

- a) To agree accounts up until 28th February 2018.
- b) To accept and sign Year End Accounts as at 31st March 2018
- c) To accept Internal Auditor's Report for 2017/18 and Section 3 of Part 3 of the Annual Governance and Accountability Return 2017/18
- d) To agree and complete Section 1 of Part 3 of the Annual Governance and Accountability Return 2017/18
- e) To agree and complete Section 2 of Part 3 of the Annual Governance and Accountability Return 2017/18
- f) To discuss request from Hollesley Village Hall Committee for grant of £3,000 towards new heating for hall
- g) To discuss becoming members of LCPAS for a trial period (cost £100 per annum)
- h) To authorise the following Invoices for Payments:
 - i. J Hallett (Clerk's expenses for Jan, Feb and Mar) £291.76
 - ii. Signs for You (STOP LOOK LISTEN sign) £83.27
 - iii. Suffolkbiz (Web Site Hosting) £100.00
 - iv. SALC (Payroll Service + Annual Subscription) £481.16
 - v. D Barnard (Litter Picking 3 months) £150.00
 - vi. Hollesley Village Hall (Hire for 2017/18) £237.00
 - vii. Hollesley Village Hall (Grant 2018) £3,000.00
 - viii. Hollesley Village Hall (Grant for Just 42 Sept 18 ~ July 19) £756.00
 - ix. Sutton Heath Football Club (Grant 2018) £500.00
 - x. 1st Rendlesham Scouts (Grant 2018) £200.00
 - xi. Hollesley Welcome Club (Grant 2018) £141.00
 - xii. SC Norse (Refuse Collection) £196.56
 - xiii. Trevor Brown (Internal Auditor) £130.00
 - xiv. Any invoice coming forth
- i) To note Payments made since last meeting:
 - i. None
- j) To note Payments received since last meeting:
 - i. F Masters & Son (Memorial Plaque) £100.00

15. Documentation:

- a) To adopt amended Financial Regulations (April 2018) – *sent to Councillors on 5th April 2018*

16. 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 receive items for the next Village Voices article
- c) To discuss lending the HPC Projector to the WI
- d) *Any other matters forthcoming*

17. To receive agenda items for next meeting and agree date of Next Meeting (17th May 2018)

Judi Hallett - Clerk to the Parish Council (13th April 2018)