



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 15th NOVEMBER 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 18th October 2018
5. Play Park - To receive a report from Ms Bathe and Mrs Hallett regarding options for the Adult Gum/Activity Area and to seek approval from the Council to proceed.
6. To discuss and agree response to the following Planning Applications:
 - a) *None at the time of producing the Agenda*
 - b) Any application coming forth
7. Update on Planning Matters including:
 - a) C/13/0320 – Development off Rectory Road (extension to Mallard Way)
 - b) Letter from resident regarding HPC's participation in SCDC Planning Committee Meetings
8. Data Protection Breach – To discuss implications resulting from the recent data protection breach and lessons learnt.
9. Housing:
 - a) To receive an update on the Community Land Trust from Cllrs. Mallinder, Hardwick and Palmer
 - b) To discuss suggestion from SCDC to hold regular seminars to promote the Gateway to Homechoice system and procedures for residents wishing to apply for social housing
10. HMP Hollesley Bay – To receive and update on various correspondence sent and received
11. To discuss how Correspondence is handled and if a Communications Policy is required.

Please be aware that recording of meetings is probable

12. Cemetery
- a) To review the charging Scale and discuss the 'Non-Resident' charges
 - b) To receive update on boundary hedge
13. Mallard Way Orchard – To discuss installing a Tap on site
14. Highways and Footpaths:
- a) Duck Corner to Water Tower Speed Reduction - To receive update from the Clerk
 - b) To receive update on signs for Rectory Road/Shingle Street and Fox Hill
 - c) To receive update on path beside the Recreation Ground and agree a way forward
 - d) To discuss issues with the SID
 - e) To discuss parking outside Hollesley Shop, especially the blocking of the pavement
15. Finance Matters:
- a) To acknowledge receipt of the accounts as at 30th September and inspection of the Bank Statements
 - b) 2019 Grants – To consider requests for a grant paid in April 2019 (*list sent to Councillors 7th Nov*)
 - c) To consider a request from Hollesley Primary School for a grant to be paid for their Christmas Fair fundraising event.
 - d) Budget – To discuss draft budget for 2019/20 and budget requirements
 - e) CIL Payment of £756.00 – To discuss allocation of these funds
 - f) To authorise the following Invoices for Payments:

i. SALC (6 Months Payroll Service)	£21.60
ii. Royal British Legion (Grant)	£50.00
iii. James Mallinder (Expenses for meeting with R Stewart MP)	£70.50
iv. Helen Lewis (Expenses for meeting with R Stewart MP)	£5.80
v. SC Norse (grass Cutting for 2018/2019)	£2,096.29
vi. <i>Any invoice coming forth</i>	
 - g) To note Payments made since last meeting:

i. M. Friend (Locks)	£97.47
ii. Peninsula Villages Community Land Trust (Transfer)	£3,078.49
iii. Suffolk County Council (Speed Monitoring)	£546.00
 - h) To note Payments received since last meeting:

i. I Harris (Cemetery)	£300.00
ii. SCDC (CIL Funds)	£756.00
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 revisit starting each meeting at 7.00pm instead of 7.30pm.
17. Documentation – To approve the following documents:
- a) Health and Safety Policy – November 2018 (*Sent to Councillors on 12th Oct*)
18. To receive agenda items for next meeting and agree date of Next Meeting (20th December 2018)

Judi Hallett ~ Clerk to the Parish Council (9th November 2018)