



# HOLLESLEY PARISH COUNCIL

Mrs Judi Hallett, *Clerk to the Council*  
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## NOTICE OF THE HOLLESLEY PARISH COUNCIL ANNUAL MEETING TO BE HELD ON THURSDAY 16<sup>th</sup> MAY 2019 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 elect Chairman of the Council for 2019/20 and signing of the 'Declaration of Acceptance of Office'
2. To receive Apologies for absence
3. To receive any Declarations of Interest and any Applications for Dispensation on Agenda Items
4. Signing of Declaration of Acceptance of Office and Election Expenses Forms
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 elect Vice-Chairman of the Council for 2019/20 and signing of the 'Declaration of Acceptance of Office'
7. To declare the 'Power of Competence' to the year 2023
8. To confirm following roles and advisory groups:
  - a) Planning Councillors (*currently Cllrs Burbridge, Mallinder, Palmer and Hughes*)
  - b) Finance Councillors (*currently Cllrs Burbridge, Mallinder, Lewis and J Hardwick*)
  - c) Allotments Councillors (*currently None*)
  - d) Environment Councillors (*currently Cllrs. Palmer, A Hardwick, Lewis and Mallinder*)
  - e) Cemetery Councillors (*currently Cllr Lewis*)
  - f) Oak Hill Resident's Association Representative (*currently Vacant*)
  - g) Recreation Ground Project (*currently Cllrs. Palmer, Hughes and Clerk – with Ms Bathe and Ms Gray*)
  - h) Village Hall Representative (*currently vacant*)
  - i) SALC Representative (*currently vacant*)
  - j) Internal Auditor (*currently Mr Trevor Brown*)
  - k) Responsible Finance Officer (*currently the Clerk*)
9. To remind Councillors to complete their Register of Interests entry on the new ESC System
10. To confirm all Standing Orders and Direct Debits presently set up for the Council.
11. To agree Minutes of meetings dated 18<sup>th</sup> April 2019

*Please be aware that recording of meetings is probable*

12. To discuss and agree response to the following Planning Applications:
- a) *None at the time of printing the agenda*
  - b) Any application coming forth
13. Housing - To receive an update on the Community Land Trust from Cllrs. Mallinder, Hardwick and Palmer
14. Prison – To discuss letter received from MoJ following our FOI request and future meetings with the Governor
15. Allotments:
- a) To discuss the Horse Weed on Plot 8
  - b) To discuss path through the Allotments
16. Recreation Ground:
- a) Pavilion – To discuss purchase of a Shipping Container for short-term storage for Football Club
  - b) Pavilion Project - To discuss setting up a Sub Committee to start a project on replacing the Pavilion with a suitable facility.
  - c) Dog Poo – To receive an update from the Clerk on the signage
17. Play Park Project
- a) To receive update and confirm preferred supplier for the project
  - b) To receive update on the Teen Hub project
18. Highways and Footpaths:
- a) To discuss speeding vehicles along Alderton Road
  - b) To receive update on creating a flat area at Store’s Corner for children to wait for the School Bus
  - c) Dog Bin next to Cemetery – To discuss moving this to next to the Grit Bin on the Knowle.
19. Finance Matters:
- a) To authorise the following Invoices for Payments:
 

i. Hirst Signs (No Footway Signs)	£191.94
ii. Hollesley Bowls Club (Play Ambassadors Meetings)	£60.00
iii. <i>Any invoice coming forth</i>	
  - b) To note Payments made since last meeting:
    - i. None
  - c) To note Payments received since last meeting:
 

i. F Masters Ltd (Plaque on Cemetery Wall)	£100.00
ii. East Suffolk Council (Precept 50%)	£15,250.00
20. 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 (*including Deben Councils Meeting*)
  - b) To receive items for the next Village Voices article
  - c) To discuss Councillor Training with SALC
  - d) To remind Councillors of Expenses that can be reclaimed.
  - e) Any other matters
21. To receive agenda items for next meeting and agree date of Next Meeting (27<sup>th</sup> June 2019)

*Judi Hallett* ~ Clerk to the Parish Council (10<sup>th</sup> May 2019)