



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 16th JANUARY 2020 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 ESC Councillor and SCC Councillor
4. To agree Minutes of meetings dated 19th December 2019
5. To discuss and agree response to the following Planning Applications:
 - a) DC/19/4542/FUL - Addition of garden room of new bungalow (DC/19/1597/FUL) - Sandy Hook, Alderton Road, Hollesley
 - b) Any application coming forth
6. To discuss Hollesley Village Hall Roof Replacement Project and possible funding options.
7. Housing - To receive an update on the Community Land Trust
8. To discuss invitation from the Alde and Ore Estuary Partnership for Hollesley PC to join a new group called the Alde and Ore Community Partnership
9. VE Day 75th Anniversary Celebrations – To receive proposals for the event memorabilia and outline costings
10. Prison – To discuss items for discussion with Governor Newnes
11. Cemetery:
 - a) To receive an update on the project review the Management Process for the Cemetery
 - b) To receive an update on the Gravestone Survey in the Cemetery
 - c) To adopt the 'Maintenance Plan and Budget Forecast' – sent to Councillors on 7th January 2020
 - d) To adopt the 'Interment Policy' – sent to Councillors on 10th January 2020
 - e) To adopt the 'Cemetery Regulations' – sent to Councillors on 10th January 2020

Please be aware that recording of meetings is probable

12. Recreation Ground and Village Hall:

- a) To receive details of any offers for the old Pavilion.
- b) To discuss options for New Pavilion – mail sent to Councillors 6th Dec 2019
- c) Sutton Heath Football Club – To discuss DBS Certificates and annual payment for use of the pitches and Container.

13. Highways and Footpaths:

- a) To receive update on Bus Stop Hard Standings at Store's Corner
- b) To receive an update on the 71 Bus Service

14. Finance Matters:

- a) To receive Accounts as at 30th November 2019 and check Bank Statements
- b) To discuss request from Citizens Advice for a Grant
- c) To discuss request from the Suffolk Neighbourhood Watch Association for a grant
- d) To review the Internal Controls and Efficiency of our Internal Audit
- e) To discuss reviewing the Grant Awards Process to include a follow-up report as to how the grant was used.
- f) To authorise the following Invoices for Payments:
 - i. J Hallett (expenses for past 3 months) £142.10
 - ii. SC Norse Ltd (Refuse Services for 3 months) £206.39
 - iii. *Any invoice coming forth*
- g) To note Payments made since last meeting:
 - i. None
- h) To note Payments received since last meeting:
 - i. 2 x Allotment Payments £68.98
 - ii. E B Buttons (Interment of E Middleditch) £225.00
 - iii. Bolton Bros (Recycling Credits) £788.42

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 receive items for the next Village Voices article
- c) Any other matters

16. To receive agenda items for next meeting and agree date of Next Meeting (20th February 2020)

Judi Hallett - Clerk to the Parish Council (10th January 2019)