



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 20th FEBRUARY 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. To co-opted a Councillor and sign the 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 ESC Councillor and SCC Councillor
5. To agree Minutes of meetings dated 16th January 2020
6. To discuss and agree response to the following Planning Applications:
 - a) DC/20/0339/OUT - Outline Application (Some Matters Reserved) - 1. New pedestrian and vehicular access from Lodge Road onto the site. 2. Construction of three new, two storey, detached dwellings. - Land Between The Entrance To The Sandlings Caravan Park And Rondebosch, Lodge Road, Hollesley
 - b) Any application coming forth
7. To receive update on the Hollesley Village Hall Roof Replacement Project, actions from January meeting and correspondence from Hall Chair.
8. VE Day 75th Anniversary Celebrations – To receive update
9. To discuss the Annual Parish Meeting (2nd April or 7th May 2020)
10. Prison – To receive update on meeting with Governor Newnes and to discuss article for Village Voices
11. New Village Sign – to discuss opening ceremony, purchase of a bench and planting of spring bulbs
12. Recreation Ground and Village Hall:
 - a) To discuss options for New Pavilion – item deferred from January meeting to allow Councillors more time to consider the options
 - b) Sutton Heath Football Club – To receive update on DBS Certificates and annual payment for use of the pitches and Container.

Please be aware that recording of meetings is probable

13. 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 discuss and agree a policy on the following matters:
 - i. The special requirements for blind people visiting the graveyard are not being met at present – what should out policy be?
 - ii. Are service dogs allowed in the cemetery? If so, should we provide a dog poo bin?
 - iii. Currently no animals are allowed in the Cemetery. To assist people who visit the graveyard in this rural area. Is there a requirement to provide places to tie up dogs and horses so people can visit the cemetery?

14. Highways and Footpaths:

- a) To discuss hedges along The Street
- b) To receive comment from Cllr. Lewis re. a path/cycleway between Duck Corner and Stores Corner

15. Finance Matters:

- a) To receive Accounts as at 31st December 2019 and check Bank Statements
- b) To authorise the following Invoices for Payments:
 - i. M. Friend (New Lock for Commercial Bins) £40.75
 - ii. *Any invoice coming forth*
- c) To note Payments made since last meeting:
 - i. None
- d) To note Payments received since last meeting:
 - i. 1 x Allotment Rent £68.57
 - ii. T Webb (Grant for Shingle Street Bin) £50.00

16. Documentation – To adopt or confirm review of the following documents:

- a) Grant Award Policy (Feb 2020) – *sent to Councillors on 30th January 2020*
- b) Risk Assessment (Financial) 2020 – *sent to Councillors on 4th Feb 2020*
- c) Risk Assessment (Non-Financial) 2020 – *sent to Councillors on 4th Feb 2020*
- d) Suffolk Code of Conduct 2016 – *sent to Councillors on 8th Feb 2020*

17. 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

18. To receive agenda items for next meeting and agree date of Next Meeting (19th March 2020)

Judi Hallett - Clerk to the Parish Council (14th February 2019)