



# HOLLESLEY PARISH COUNCIL

Mrs Judi Hallett, Clerk to the Council  
Manor Farm, Hollesley, Woodbridge Suffolk IP12 3NB

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## NOTICE OF THE HOLLESLEY PARISH COUNCIL MEETING TO BE HELD ON THURSDAY 16<sup>th</sup> JULY 2020 AT 7.30PM VIA ZOOM VIDEO CONFERENCING

All Parish Councillors are summoned to attend a meeting of the Parish Council as detailed above.  
All public and press are also cordially invited.

**PLEASE E-MAIL THE COUNCIL AT [HOLLESLEYPARISHCLERK@GMAIL.COM](mailto:HOLLESLEYPARISHCLERK@GMAIL.COM) FOR ZOOM LOG-IN DETAILS**

### 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 meeting dated 18<sup>th</sup> June
5. To discuss and agree response to the following Planning Applications:
  - a) DC/20/2345/FUL - Erection of a single storey pitched roof rear extension and single storey flat roofed side extension to replace existing porch together with increase in height of existing boundary wall. - 26 Oak Hill, Hollesley
  - b) Any application coming forth
6. To receive update on the Play Park Equipment project
7. Recreation Ground and Village Hall:
  - a) To discuss placing a Tetra Pak collection bin at the Recreation Ground
  - b) To discuss establishing a weekly Play Equipment visual inspection
8. Prison:
  - a) To receive update on new FOI requests
  - b) To receive update on meetings with HMP & YPI Hollesley Bay's Governor
  - c) To receive and discuss concerns from resident with reference to absconders from MHP & YOI Hollesley Bay
9. Cemetery:
  - a) To receive an update on the project review the Management Process for the Cemetery

*Please be aware that recording of meetings is probable*

10. Highways and Footpaths:

- a) To discuss adding an 8<sup>th</sup> SID post at Oak Hill
- b) To discuss replacing the bin at Shingle Street and update on temporary measures taken by ESC
- c) To discuss purchase of '30 MPH' stickers for Wheelie Bins

11. Finance Matters:

- a) To receive Accounts as at May 2020 and check Bank Statements
- b) To discuss Clerk's 'Working from Home' allowance – limit raised from £4 per week to £6 per week by HMRC
- c) To authorise the following Invoices for Payments:
  - i. Native Gardens & Forestry Ltd (Recreation Ground Oaks) £1,980.00
  - ii. Clerk's Expenses for 3 months £323.71
  - iii. S C Norse Ltd (Refuse Collection for 3 months) £206.39
  - iv. J M Terrell (Strimming at Recreation Ground) £102.00
  - v. *Any invoice coming forth*
- d) To note Payments made since last meeting:
  - i. S Andrews (Hedge cutting and Tidying at Recreation Ground) £45.00
- e) To note Payments received since last meeting:
  - i. Bolton Bros Ltd (Recycling Credits) £35.04
  - ii. E B Button and Son (Cemetery Charges) £525.00
  - iii. Interest (Savings Acc) £1.28

12. 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) Any other matters

13. To receive agenda items for next meeting and agree date of Next Meeting (20<sup>th</sup> August 2020)

*Judi Hallett* - Clerk to the Parish Council (13<sup>th</sup> July 2020)