



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 AUGUST 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 SEE BELOW 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 16th July 2020
5. To discuss and agree response to the following Planning Applications:
 - a) DC/20/2683/FUL - Wooden-framed summer house and garden shed clad in cement board. - 19 Moorlands, Hollesley – *Comment of 'No Objection' to be ratified*
 - b) DC/20/2728/VOC - Variation of Condition(s) 2 and 6 on planning permission DC/20/1003/FUL (Demolition of existing dwelling and outbuildings and erection of new replacement dwelling and outbuildings) - Holstow Lodge, Lodge Road, Hollesley – *Comment of 'No Objection' to be ratified*
 - c) DC/20/2798/VOC - Variation of Condition No 2 of C/00/1109 - Change of use of part of field from tents to static caravans (19) - to temporarily remove restriction requiring closure between 14 January and 1 March during 2021 (due to Covid 19 enforced closure during 2020) - The Sandlings Centre, Lodge Road, Hollesley
 - d) DC/20/2911/FUL - Proposed conversion and extension of existing garage to form an annex ancillary to the main dwelling (no holiday let usage) – Bryanston, Bushey Lane, Hollesley
 - e) DC/20/2909/FUL - Single storey flat roofed extension to side of dwelling. Detached garage block with Annex above. - 7 Woodbridge Walk, Hollesley
 - f) Any application coming forth
6. To debate the 'Discussion Paper' issued by the Clerk on relationship and legal arrangements between HPC and Hollesley Village Hall Committee and to discuss steps the Parish Council may wish to take.
7. To receive and discuss the AOC Draft constitution.

Please be aware that recording of meetings is probable

8. Recreation Ground and Village Hall:
 - a) Football Club – To discuss conduct of the Football Team and agreement for use of the Shipping Container and Pitches through re-issue of the Licence
 - b) To receive update on the Play Park Equipment project
9. Allotments:
 - a) To receive update on project to register the land with the Land Registry and charges to retrieved documentation from the Suffolk Records Office
10. Cemetery:
 - a) To receive an update on the project review the Management Process for the Cemetery
11. Highways and Footpaths:
 - a) To discuss creating a Wild Flower Patch in Mallard Way
 - b) To discuss 'Don't be a Tosser' banner and possible locations for it.
12. Housing – To receive update on sale of 'Discounted' houses in Mallard Way
13. Finance Matters:
 - a) To receive Accounts as at June 2020 and check Bank Statements
 - b) To receive update on bank mandate changes
 - c) To receive Part 3 Section 3 of the External Audit from PKF Littlejohn LLP, to acknowledge contents of the report and to acknowledge Conclusion of Audit Notice.
 - d) To authorise the following Invoices for Payments:

i. Hudson Media Partnership Ltd (Banner)	£30.00
ii. Realise Futures (Bench)	£763.22
iii. SALC (Website Accessibility Training for Clerk)	£30.00
iv. PKF Littlejohn LLP (External Audit)	£240.00
v. <i>Any invoice coming forth</i>	
 - e) To note Payments made since last meeting:
 - i. None
 - f) To note Payments received since last meeting:
 - i. SCC Grant (Bench) £500.00
14. Documentation – To review and adopt the following documents:
 - a) Standing Orders (Aug 2020) – *Sent to Councillors on 15th July 2020*
 - b) Financial Regulations (Aug 2020) - *Sent to Councillors on 15th July 2020*
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 discuss format of meetings until the end of 2020 (either VC or face-to-face)
 - c) Any other matters
16. To receive agenda items for next meeting and agree date of Next Meeting (17th September 2020)

Judi Hallett ~ Clerk to the Parish Council (15th August 2020)

Video Conference Log-In Details

Link: <https://us02web.zoom.us/j/84210924952?pwd=K2pUa0VOQXBtQmJ0eUY2MW05RTZRQT09>
 Meeting ID: 842 1092 4952
 Passcode: 047785
 Dial-In: 0203 481 5240