



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 17th SEPTEMBER 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 20th August 2020
5. To discuss and agree response to the following Planning Applications:
 - a) DC/20/2909/FUL- Single storey flat roofed extension to side of dwelling. Detached garage block with Annex above. - 7 Woodbridge Walk, Hollesley – To acknowledge amended plans and re-consider response.
 - b) To discuss the Government's Planning White Paper and agree on a response strategy.
 - c) Any application coming forth
6. To receive update on 'Discussion Paper' regarding relationship and legal arrangements between HPC and Hollesley Village Hall Management Committee.
7. To discuss organising a Community Event for 2021 (local services, farmers market, mobile services, etc.)
8. Recreation Ground and Village Hall:
 - a) To receive resignation from Cllr. James Mallinder from the position as the HPC representative on the Village Hall Committee
 - b) To appoint a Trustee on the Village Hall Management Committee to represent HPC
 - c) To receive update on the Play Park Equipment project
 - d) To discuss vandalism at the Recreation Ground and possibility of installing CCTV
 - e) To discuss reducing height of 7 trees along North boundary of Recreation Ground to allow more light in for neighbouring properties and the replacing of one tree
 - f) To receive update regarding placing a Tetra Pak collection bin at the Recreation Ground
 - g) To discuss setting up a Community Hub, possibly at the Hall or in conjunction with the prison
 - h) To receive an update on Football at the Recreation Ground

Please be aware that recording of meetings is probable

9. To discuss and agree HPCs stance on working with contractors and evidence that they hold Public Liability Insurance
10. Prison:
 - a) To receive update on new FOI request and letter to Dr Therese Coffey MP
11. Allotments:
 - a) To receive update on project to register the land with the Land Registry and to discuss initial estimate for work from Birketts
12. Cemetery:
 - a) To receive an update on the project review the Management Process for the Cemetery
13. Highways and Footpaths:
 - a) To receive update on letter to farms re. inappropriate driving behaviour in tractors.
14. Housing
 - a) To receive update on sale of 'Discounted' houses in Mallard Way
 - b) To receive update from the Community Land Trust
15. Finance Matters:
 - a) To receive Accounts as at July 2020 and check Bank Statements
 - b) To agree the General Reserves Policy – *sent out on 20th August*
 - c) To discuss recommendations for Salary Hourly Rate increase for Clerk (from £11.91 to £12.24 per hour) and agree any actions
 - d) To authorise the following Invoices for Payments:

i. Anglian Water Business (National) Ltd (Allotments)	£138.97
ii. F Masters (Work to memorials in Cemetery)	£705.00
iii. <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 for Bench)	£500.00
ii. HMRC (VAT Refund)	£373.89
iii. F Masters (Memorial for J S Harris)	£125.00
16. 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
17. To receive agenda items for next meeting and agree date of Next Meeting (15th October 2020)

Judi Hallett - Clerk to the Parish Council (12th September 2020)

Video Conference Log-In Details

Link: <https://us02web.zoom.us/j/83842413074?pwd=U0dEWnVvL1RWazMwSThgMW9iSmxNZz09>
 Meeting ID: 838 4241 3074
 Passcode: 163683
 Dial-In: 0203 051 2874