



# 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 19<sup>th</sup> NOVEMBER 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. Co-option of a Councillor and signing of the 'Acceptance of Office' form.
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 meeting dated 15<sup>th</sup> October 2020 and 10<sup>th</sup> November 2020
6. To discuss and agree response to the following Planning Applications:
  - a) None at the time of producing the Agenda
  - b) Any application coming forth
  - c) To discuss the SCDC Local Plan with reference to 'Clusters' and housing outside the Physical Limits Boundary.
7. To receive an update on the Hollesley Carbon Project
8. To discuss creating a Community Pantry and the role of HPC with regards to issues around rural poverty  
*(item from a resident who will hopefully attend to expand on this matter)*
9. To receive and discuss request from local residents to 'volunteer' in the parish as part of their DofE Bronze Award
10. To discuss contractors working for HPC and Public Liability Insurance.
11. Recreation Ground and Village Hall:
  - a) To receive an update on Football at the Recreation Ground
  - b) To discuss vandalism at the Recreation Ground and possibility of installing CCTV
  - c) To discuss if the services of a Maintenance Man are required

*Please be aware that recording of meetings is probable*

12. Cemetery:

- a) To receive an update on the project review the Management Process for the Cemetery
- b) To approve the 'Memorial Maintenance Programme' – *sent to Councillors on 29<sup>th</sup> Oct 2020*
- c) To approve engaging with a qualified Tree Surgeon to conduct a Tree Survey of the trees in the Cemetery.

13. Highways and Footpaths:

- a) To discuss Black Ditch Bridge foot path concerns and whether HPC can/should do anything to improve the situation.
- b) To discuss large vehicles using Bushey Lane and issues raised by resident.
- c) To receive update on Shingle Street Road

14. HMP and YOI Hollesley Bay

- a) To receive reply from R Therese Coffey MP to our letter of 5<sup>th</sup> August 2020
- b) To receive latest letter from the MoJ and to discuss draft complaint to the ICO

15. Housing

- a) To receive final update on sale of 'Discounted' houses in Mallard Way

16. Finance Matters:

- a) To receive Accounts as at September 2020 and check Bank Statements
- b) To discuss Grant Applications for 2021
- c) To discuss draft Budget for 2021/22
- d) To discuss request from Hollesley Primary PTA for donation for Raffle Prize
- e) To discuss assignment of the CIL Funds (£1,211.91)
- f) To discuss supporting the Christmas Decoration Extravaganza and a prize fund of £70.00
- g) To authorise the following Invoices for Payments:
  - i. Hollesley Village Hall (Committee Rom Usage) £15.00
  - ii. Kingfisher Direct Ltd (2 Grit Bins) £330.94
  - iii. *Any invoice coming forth*
- h) To note Payments made since last meeting:
  - i. None
- i) To note Payments received since last meeting:
  - i. ESC (CIL Payment) £1,211.91
  - ii. ESC (Enabling Communities Grant) £372.58

17. To receive agenda items for next meeting and agree date of Next Meeting (17<sup>th</sup> December 2020)

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

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**Video Conference Log-In Details**

Link: <https://us02web.zoom.us/j/83435328107?pwd=V1JYUHFzS2hVNIhwSytaUTZnVzd5QT09>  
Meeting ID: 834 3532 8107  
Passcode: 807170  
Dial-In: 0203 481 5240