

Hollesley Parish Council
Minutes of the meeting of 3rd September 2015

Present-Councillors Barnard (co-opted in item 7/04/7/42) Beecroft, Burbridge, J Daly (Chairman), T Daly, Lewis (co-opted in item 7/04/7/42) Stammers, Wade & Walker

7/04/7/35 -To Receive Apologies for Absence

None.

7/04/7/36 - To Receive Councillors Declarations of Interest/Dispensations

Councillor Wade declared a local non-pecuniary interest in item 7/04/7/46 she is involved in the community garden.

7/04/7/37 - Public Forum – Members of the public may raise issues regards items on the agenda

Mrs Culling asked for an update on Glebe House on the new driveway and whether tree warden had attended site?

Mrs Lewis asked re Swallows Close why was that name chosen and not something like Mill Close? She suggested the 'Green' could be called "Mills Green" but no progress had been received from Bloor Homes?

Mrs Parsey asked about the closing date for registering use of the footpath associated with the now locked gate on Poplar Park land.

7/04/7/38 - To receive the report from the County Councillor – Councillor Reid

No report received

7/04/7/39 - To receive the report from the Suffolk Coastal District Councillor – Councillor Block

SCDC – Councillors briefing on leaders of all district councils and SCC – looking at more powers to be delegated downwards from central Government. The 3 tier reorganisation may vary and additional responsibility/work could come down to parish councils, but our tier has not been consulted.

SCDC meeting 26th September as to whether this proposal goes back to Central Government but at this stage she was just flagging it up. Her strong advice was to do a Neighbourhood Plan. SCDC doing a consultation on community assets

7/04/7/40 - To receive the Police Report – PC Warne

No report received

7/04/7/41 - To approve minutes of a meeting held on the 16th July 2015 (previously supplied)

Councillors Daly and Wade approved and seconded the minutes as correct. **ALL AGREED.**

7/04/7/42 - Co-option of New Councillors (4 required) & signing of Declaration of Acceptance of Office forms

Mr Tony Barnard and Mrs Helen Lewis were co-opted to the Council.

Mrs Lewis stated she was interested in the environment & the cemetery & Mr Barnard said his area of interest was Finance. **2 more vacancies to be filled.**

7/04/7/43 - Parish Notice Board (Hollesley Stores) – Cllrs Daly & Walker to further update the Council

Councillor Daly said he was still trying to involve the Prison who offered to help install a noticeboard + a speed sign. They had changes recently and at another meeting expressed willingness to help but he had to resend everything and he was still awaiting a response.

Councillor Walker said the noticeboard at the shop was hard to lock & said no further time could be wasted, and had got 3 quotes

Arian - £884 + header "Hollesley Parish Council + £79 (he thought the existing posts are OK). Awaiting delivery costs estimate £200-£300. + VAT

Acorn Workshop - £1020 (no VAT), delivery £60 - £1080

Green Barns £1284.76

Councillor Walker suggested asking Harwich Town Council what they thought of their board and go for the quote which gets best feedback from previous buyers. **All agreed to this approach.**

The Chairman thought the Prison should know that the Parish Council has to spend money in this way.

AGREED – to leave Councillor Walker to purchase after feedback and the new noticeboard to be located at the shop and Councillor Daly would continue to seek the Prison to provide the other two noticeboards, plus the speed sign.

7/04/7/44 - Further consideration of Planning Workshop-what topics are required? When to be held day/evening? potential cost (if any)? Note this is on the agenda as Councillors have not responded to emails

It was agreed to ask the following to be covered?

Planning Policy (ask for Officers from that team to attend also)

How the planning officer weighs planning app and how they come to decision-use Glebe House application.

Neighbourhood Planning.

Proposed development sites.

3rd or 4th Thursday in November. Councillor Burbridge to lead on this.

7/04/7/45 - Sports Pavilion project – Any items of consideration following recent meeting

Everyone agreed they were happy with plan but if changes were required then the club must come back to the Council. HPC to pay for the planning application submission.

It was agreed to ask for the kitchen area to be used in an emergency for anyone who is displaced.

7/04/7/46 - Update on Allotments following on from meeting of 27/08/15-Working Party to report

The working party had met at the allotments & then had a tenants meeting which was positive at which the terms and conditions document was accepted.

The Interim Clerk was asked to update the document to be sent to tenants for their signature.

Councillor Walker said the inside hedge adjacent to the road was almost impassable & was seeking quotes and will bring back to next meeting.

7/04/7/47 - Update from the Interim Clerk on work carried out thus far

As well as the general administrative tasks the Interim Clerk had provided attendance at the allotments meeting.

Brought all the allotment invoices/letters up to date to get this year's fees ready for the new clerk, for when new allotment year begins in November. Cemetery lists – an error going back 3 years which necessitated 2 visits to cemetery to check on site, because of this error there are now 7 gaps which have to be filled, (taking several years to get right). She will liaise with new Clerk on this matter. Accounts/correspondence/emails up to date.

The mandate still requires completion as there are several cheques/items of cash which cannot be paid in until this is updated. She said the Norton antivirus was still a problem with the computer but Councillor Walker is dealing.

Noted.

7/04/7/48 - Approval of accounts to be paid

The list was presented at the meeting – Clerks pay £288 plus other items overtime/items of expenditure – total £462.79

Mrs Barnard – litter collection £40 and SCDC-election fees £150. Councillors Beecroft and Burbridge recommended and seconded and this was **Approved**.

7/04/7/49 - Consideration of any planning applications received from Suffolk Coastal District Council

Nothing further from previous applications

7/04/7/50 - Footpath 22 update & other matters relating to Footpaths- Cllr T Daly to update

Councillor T Daly reported re Footpath 22 – by the water tower. The process was underway now in is in the hands of the chief footpaths officer who hoped it will be prioritised for their meeting this month. The decision was awaited as to whether there will be a hearing. He reported also the proposed creation of new footpath through bluebell woods at Poplar Park. The same process going through at SCC.

7/04/7/51 - Further consideration of Emergency Plan & Village Hall alterations to doors- Cllr Wade

Councillor Wade reported the state of play was that any written work seems to have disappeared so she is starting from scratch along with Mr Michael Friend.

The emergency pack (freebie) was opened and an inventory taken of its contents. She will revisit an article in Village Voices seeking people/skills/equipment.

She was suggesting using the Tunstall plan as a model along with a self-help leaflet

The matter of the access doors/path she will pass to the village hall management committee & flag the matter up with Councillor Andrew Reid who may be able to help with funding.

7/04/7/52 - Road Markings at Swallow Close, -Further update from Cllr Wade

Councillor Wade reported that SCC Highways had twice written back to her saying no to white line markings at the junction. She was thinking of going the 'people power route' getting petitions & encouraging to contact Highways individually. She was going to ask Councillor Andrew Reid to do a site visit & ask if it is a question of finance?

7/04/7/53 - Street Naming – Clerk to report

Diary Close, the new development at the water tower. **Agreed.**

Pightles Lane – the new development at Glebe House – **Agreed.**

7/04/7/54 - Request from Marion Collins from Hollesley Welcome Club for a £140 donation towards their club

Mrs Collins had requested this for insurance for when the members of the club go out on trips . **Agreed.**

7/04/7/55-Strengthening communications between Council & residents – Cllr Wade to lead discussion and her report to be emailed separately.

Councillor Wades report was **Agreed**, with the agreement that articles in Village Voices would be listed as 'news'. Councillor Burbridge will update the One Suffolk website and will post agendas/minutes on the website (once approved) **Agreed.**

7/04/7/56 - Items for consideration at the next meeting

- Can HPC register shop & its car park, garage and pub and its car park as community assets
- Consultation on heritage assets
- Bees – indicate to our MP that HPC is opposed to spraying of fields that kill bees/insects.
- Just 42 – use of village hall for their winter sessions.
- Path Duck Corner to Water Tower
- Football Pavilion
- One Suffolk website

Date and time of next meeting

1st October 2015 at 7.30pm

Signed J Daly _____

Date 01/10/15

