

Hollesley Parish Council

Minutes of a meeting held on Thursday 5th March 2015 at 7.30pm, Village Hall, Hollesley

Present: Chr Driver, Cllr Walker, Cllr Shelcot, Cllr Friend, Cllr Beecroft, Cllr Bishop, Cllr Stammers

Attendees: S Loader (Clerk), Cllr A Reid, 2 members of the public, PC A Reid, PCSO G Hawkes

AG1-05/03/15 Apologies for Absence

- Cllr R Coles

AG2-05/03/15 To Receive Declarations Of Interest

- None Received

AG3-05/03/15 Public Forum – Members may raise issues regards items on the agenda

- No comments raised

AG4-05/03/15 County Councillor A Reid report

- Applications invited for the leading lives benefit community benefit fund. Leading lives is a social enterprise providing support for a wide range of people. Grants awarded between £1000 and £5000 to Suffolk based charities who support people with learning disabilities, older people with dementia, people with autism, young people in transition and family carers. Allowing vulnerable people to live more independently, gain new skills, stay safe and to participate in the life of the community. Funding information can be found www.leadinglives.org.uk.
- Suffolk Punch have now trimmed back hedges

AG5-05/03/15 District Councillors J Marson report –No report given

AG6-05/03/15 Police Report

- Theft from a motor vehicle at Poplar Park on 22/2/15
- Burglary from an outbuilding in Fox Hill between 25-27/2/15
- Criminal Damage to a fence on the heath 1/3/15
- The new Woodbridge Police Station which is being built onto the fire station is expected to be opened in May.
- Reported incidents of loose dogs and reminded owners of responsible dog ownership
- Cuts in SNTs 5 are being lost from Woodbridge
- Mobile police station Thursday April 14th and May 25th between 2pm and 3.30pm

AG7-05/03/15 To Approve minutes of a meeting held on the 5th February 2015

- Minutes duly signed as a true record, Proposed Cllr Stammers, Seconded Cllr Bishop
- *Correction note: Minutes for December 2014 to include the attendance of Cllr Stammers*

AG8-05/03/15 Matters Arising - No issues raised

AG9-05/03/15 Allotments

- Chr Driver reports complaints from allotment holders that don't want deer fencing, he has asks if the council can listen to their concerns and work with them on the projects, Cllr T Daly also agrees that they should be listened to.
- Further clarity is required in terms and conditions, rents and water connection – council have agreed to pay the first years water rates

- 3 water tanks are to be placed and connected, D Friend, Plumber gave up free time and parts to connect water to the site
- Water connection has now passed checks by Anglian Water

*Outcome: Clerk to write to allotment holders to arrange a site visit with Cllr Bishop, Cllr Stammers, Cllr Walker and Cllr Shelcot – Date 28th March 2015 10am
Clerk to liaise with Cllr Bishop to confirm terms and conditions*

AG10-05/03/15 Parish Notice Boards – to discuss replacement of Hollesley Stores Notice board

- Glass has been replaced in the notice board on Oak Hill and Village Hall
- Cllr Daly to contact B Bevan, HM Prison to ask if the prison can assist in the building a new notice board for the Village Stores

AG11-05/03/15 Bus Shelter Request on Oak Hill

Residents association asked for the bus shelter to be demolished 13 years ago as it caused a public nuisance with anti-social behaviour.

Outcome: There are currently no plans to replace the shelter unless there is significant interest from Oak Hill residents

AG12-05/03/15 Just 42 donation request

Is a charity youth bus that assists children disadvantaged by isolation in their village communities, full council agreed to a £200.00 donation. Proposed Cllr Walker, Seconded Cllr Bishop

AG13-05/03/15 Dog fouling bins – Along path to Hollesley School, via access allotments

Full council agreed to purchase 2 dog waste bins, one large 50ltr bin to be placed on footpath between Parsons Hill and Mallard Way, to replace the old one. Many residents have been un happy with dog fouling along the path from the allotments to the Hollesley school, a 25ltr bin is going to be placed at the edge of badgers drift and rectory road Chr Driver to site.

Purchase from Glasdon UK Ltd, Blackpool FY4 4UL. Cost 25lt Fido Red Bin £84.00 and 50ltr Fido Red Bin £175.01

AG14-05/03/15 Emergency Plan Update

Clerk to liaise with Cllr Friend to update for the APM on the 23rd April 2015

AG15-05/03/15 Hollesley Parish Council IT update

- Email address changed to Hollesleyparishclerk@gmail.com
- Computer IT risks assessed.

Outcome: Clerk to arrange external back up and circulate costs to councillors

AG16-05/03/15 Update on rubble effecting access on Oak Hill, Postmans Walk

Outcome: Meeting to be arranged with the owner, email date and time to Cllr Coles

AG17-05/03/15 Cllr Daly to update on slow speed sign

No update at this time.

AG18-05/03/15 Sports Pavilion Update

Chr Driver reports that planning application needs to be obtained, D Houchell of Woodbridge is providing initial designs.

AG19-05/03/15 Risk Assessment

- Appended to the minutes
- Data protection – Payment of £35.00 required. Cllr M Friend to contact SALC if this is a statutory requirement for councils, email clerk the response.

AG20-05/03/15 Planning Applications

DC/15/0496/OUT Mr & Mrs Squirrel, Glebe House Residential Home, Rectory Road, Hollesley, IP12 3JS
Proposed 9 dwellings, change of use of managers accommodation to a single dwelling and create new access to Glebe House, Replies by the 8th March 2015

Outcome:

- This planning application is outside the existing village envelope
- Has not been identified as a potential site in the Site specific allocation
- Hollesley has met its criteria for builds as stated in the site specific policy document
- Woodland has beech trees that are 200 years old, the environment should be protected.
- The builds will affect the character of the village
- Managers accommodation should stay as it was originally intended with Glebe House

Outcome: Full council voted to object to the planning application on the above grounds

DC/15/0316/FUL Melanie Clitherow HM prison Service, Rectory Road, Hollesley IP12 3JW – Proposed café at marsh barn for public accessing the RSPB Nature Reserve

Outcome: The council agreed in principal but felt the materials used for the build should be more sympathetic and blend in to its surroundings. The council also commented on the poorly illustrated maps

DC/15/068/FUL Mrs Anna Sukeforth, 5 Woodbridge Walk, Hollesley, IP12 3LA – Erection of one and half storey extension to front of house and a 3 bay cart lodge

Outcome: Council approved with no objections

DC/14/3593/FUL – Suffolk Punch Trust New agricultural dwelling- **Pending on SCDC planning portal 25/02/15**

DC/14/3319/FUL – Mr C Lennard Proposed 2 storey detached – **Application permitted**

DC/14/3533/FUL – Mr & Mrs Crisp 9 dwellings Heath Dairy Farm – **Pending on SCDC planning portal 25/02/15**

DC/14/4094/FUL – Mr & Mrs Harding, Silver Birch, Hollesley – Construction of rear garden room extension following demolition of existing conservatory, comments by 16th Feb 2015 – **Application permitted**

AG21-05/03/15 Finance Report

- Appended to the agenda

AG22-05/03/15 Clerks Report

Emergency plan needs to be completed before the APM Chr Driver and Cllr Friend to action.

AG23-05/03/15 Correspondence

- Home Start Volunteer

AG24-05/03/15 Parish Matters to be considered at the next meeting

- Emergency plan update
- Adopt filming and blogging into standing orders.
- Allocations of reserves
- End of year accounts
- Chr Driver annual report, discuss content
- Update on notice board – outside village stores

AG25-05/03/15 Date and time of next meeting

2nd April 2015 7.30pm – 9pm

23rd April 2015 Annual Parish Meeting 7.30pm – 9pm

Payments for Approval and Receipts- March 2015			
Hollesley Parish Council			
Payments	£	cheque no	
			b/f balance stat ref 288 21st Jan 2015 25416.89
D Barnard litter picking March 2015	40.00		
S Loader Clerk Wages March 2015	288.00		minus payments for approval 3786.39
S Loader Clerk Home Office March 2015	75.00		Plus Receipts uncleared 1616.98
S Loader Post	12.00		minus payments uncleared 3103.2
SALC Payroll Service inv 15301	50.40		
Suffolk Coastal Grass Cutting Apr 2014/15	2096.29		
Heelis and Lodge Audit 2014	125.00		
Suffolk County Council Street Lights Maint	1009.70		
React Computer Email Repair	90.00		
Total	3786.39		Current account balance therefore 20144.28
Uncleared Receipts			
Vat repayment	1616.98		
			Total Reserves
Total	1616.98		
			Tracker **146 as @ 12th Sept 14 28186.54
Uncleared Payments			
			Community Current Account **019 20144.28
s loader clerk jan/feb 2015	586.00		
D Barnard litter picking jan/feb 2015	80.00		Total 48330.82
Get Mapping	48.00		
RH Shelcot - supply/build emergency flat pa	335.40		
M Friend	74.00		
PWLB Loan Dec Payments	1979.80		
Total	3103.2		
			Reserve Allocation Breakdown
			Play Equipement 5700
			Water Tower Cycle/Footway 7000
			Replacement Street Lighting 8000
			Allotment Upgrade 2000
			Election Expenses Contingency 1000
			Notice Board 850
			Capital Reserves Computer 1500
			Total 26050
			Remaining Reserves 22280.82
			Liabilities
			PWLB Loan
			468589 Construct new footpath leading to village hall 327.74
			482130 Redevelopment Hollesley Village Hall 14748.96
			490324 Purchase of Recreation Ground 8750
			Total 23826.7

Signature: Mr D Driver, Chairman

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