



HOLLESLEY PARISH COUNCIL

Mrs Judi Hallett, Clerk to the Council
Manor Farm, Hollesley, Woodbridge Suffolk IP12 3NB

Tel: 01394 411405 / 07739 411927 hollesleyparishclerk@gmail.com

NOTICE OF THE HOLLESLEY PARISH COUNCIL MEETING TO BE HELD ON THURSDAY 22nd APRIL 2021 AT 7.30PM VIA ZOOM VIDEO/AUDIO 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 18th March 2021
5. Finance Matters:
 - a) To receive and accept Accounts as at 31st March 2021
 - b) To accept Internal Auditor's Report for 2020/21 and 'Annual Internal Audit Report' within Part 3 of the Annual Governance and Accountability Return 2020/21
 - c) To agree and complete Section 1 of Part 3 of the Annual Governance and Accountability Return 2020/21
 - d) To agree and complete Section 2 of Part 3 of the Annual Governance and Accountability Return 2020/21
 - e) To agree Reserve Allocations as at 1st April 2021
 - f) To agree the CIL Report for 2020/21
 - g) To authorise the following Invoices for Payments:

i. J Hallett (Expenses for past 3 months)	£180.97
ii. HMRC Cumbernauld (Clerk's PAYE)	£381.80
iii. Suffolk.Cloud (Website hosting for 2021/22)	£110.00
iv. Griffiths Signs (Litter Picking Sign)	£128.18
v. SALC (Annual Subscription)	£457.82
vi. SC Norse Ltd (Refuse Collection)	£211.69
vii. Trevor Brown (Internal Audit)	£150.00
viii. Just 42 (2021 Grant)	£300.00
ix. Hollesley Bowls Club (2021 Grant)	£100.00
x. Leiston, Saxmundham & District CAB (2021 Grant)	£100.00
xi. Hollesley Welcome Club (2021 Grant)	£110.00
xii. WEL Medical Ltd (Defib Battery and Pads)	£309.54
xiii. Any invoice coming forth	

Please be aware that recording of meetings is probable

- h) To note Payments made since last meeting:
 - i. None
 - i) To note Payments received since last meeting:
 - i. None
6. To ratify responses made to the following Planning Applications (comments taken via e-mail):
- a) DC/21/1118/FUL - Provision of a dropped kerb to access the property. – Chesford, The Street, Hollesley
 - b) DC/21/1223/FUL- Single storey front and rear extensions - 37 Moorlands Hollesley
 - c) Any application coming forth
 - d) DC/21/1795/FUL - Demolition of a number of flat roofed extensions, construction of three single storey extensions and one two storey extension, Thermally upgrade the existing property externally (clad with timber and render), erection of a traditional 3 bay cart lodge, replacement of existing windows and undertake a modest landscape scheme | Hollesley House Alderton Road Hollesley
 - e) To discuss Planning Process at ESC and mail from Theberton and Eastbridge PC inviting HPC to take part in a survey.
7. Recreation Ground and Village Hall:
- a) To discuss draft Lease for use of part of Hollesley Village Hall by the Peninsula Practice for continued use of the Doctor’s Surgery – received from secretary of Hollesley Village Hall Committee on 8th April
 - b) To receive update on discussions with the Hall Committee regarding management of the surrounding land
 - c) To receive update on providing a permanent goal on the Recreation Ground or changing the style net used, for casual Football use.
8. Highways and Footpaths:
- a) To receive update on the establishment of an Emergency Committee.
 - b) To receive update on the Litter Picking Contract for the Parish
 - c) To consider a request for a Fido Bin at entrance to RSPB Reserve at Hollesley Bay
 - d) To discuss the number of outstanding Highways Issues in Hollesley, logged on the SCC Report It tool
9. Meetings:
- a) To discuss the meeting format for the meetings after 6th May 2021
10. To receive agenda items and agree date of Next Meeting (20th May 2021)

Judi Hallett - Clerk to the Parish Council (15th April 2021)

Video Conference Log-In Details

Link: <https://us02web.zoom.us/j/82006517996?pwd=eVkkK2J2Z2g1TGJaU2FubytQNzJ5UT09>
Meeting ID: 820 0651 7996
Passcode: 070525
Dial-In: 0203 901 7895