



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 ANNUAL MEETING TO BE HELD ON THURSDAY 20th MAY 2021 AT 7.30PM HOLLESLEY VILLAGE HALL, WOODBRIDGE ROAD, HOLLESLEY

All Parish Councillors are summoned to attend a meeting of the Parish Council as detailed above.
All public and press are also cordially invited.

Agenda

1. To elect a Chair of the Council for 2021/22 and signing of the Declaration of Acceptance of Office
2. To receive Apologies for absence
3. To receive any Declarations of Interest and any Applications for Dispensation on Agenda Items
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 22nd April 2021
6. To elect Vice-Chairman of the Council for 2021/22 and signing of the 'Declaration of Acceptance of Office'
7. To confirm following roles:
 - a) Internal Auditor (*currently Mr Trevor Brown*)
 - b) Responsible Finance Officer (*currently the Clerk*)
 - c) Cemetery Maintenance (*currently Mr G Collins*)
 - d) Litter Picking Officer (*currently Mrs E Curtis*)
 - e) SALC Representative (*currently Cllrs. Hughes and J Hardwick*)
 - f) ESC Community Partnership Representative (*currently Cllr. Hughes*)
 - g) Hollesley Village Hall Representative/Trustee (*currently vacant*)
8. To remind Councillors to review their Register of Interests entry on the ESC System
9. To confirm all Standing Orders and Direct Debits presently set up for the Council.
10. Finance Matters:
 - a) To receive Accounts as at 30th April 2021
 - b) To agree Reserve Allocations as at 1st May 2021
 - c) To authorise the following Invoices for Payments:
 - i. None at the time of printing the Agenda
 - ii. *Any invoice coming forth*
 - d) To note Payments made since last meeting:
 - i. None

Please be aware that recording of meetings is probable

- e) To note Payments received since last meeting:
 - i. ESC (Precept – 50% + Tax Base Grant) £16,579.00
 - ii. Bolton Bros (Recycling Credits) £56.88
 - iii. ESC (S106 Grant Funds for Play Equipment) £31,738.12

- 11. To ratify responses made to the following Planning Applications (comments taken via e-mail):
 - a) DC/21/1831/FUL - Revision of application reference DC/20/3526/FUL which has been approved. Replacing 2 wood stores with an outbuilding to store bicycles & garden equipment, with a log store at the rear of the structure - 2 Shepherds Fold, Hollesley – RATIFICATION OF DECISION TAKEN OFF_LINE
 - b) *Any application coming forth*

Exclusion of the press and public from this item by virtue of Public Bodies (Admissions to Meetings) Act 1960 s1 (2) because of the confidential nature of the matter to be discussed

- 12. Play Park Equipment – To Discuss continuation of Programme in future
Re-Entry of Press and Public
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- 13. Recreation Ground and Village Hall:
 - a) New Play Park – To discuss:
 - i. New equipment and snags
 - ii. Moving of the old equipment
 - iii. Signage and benches
 - b) To receive update on draft Lease for use of part of Hollesley Village Hall by the Peninsula Practice for continued use of the Doctor’s Surgery
 - c) To receive update on discussions with the Hall Committee regarding management of the surrounding land
 - d) To discuss installing CCTV at the Recreation Ground
- 14. Highways and Footpaths:
 - a) To receive update on the establishment of an Emergency Committee.
 - b) To discuss Tree Preservation Orders and if any TPO’s should be requested on trees in the village.
 - c) To receive report on damaged Grit Bin and offer from Anglian Water
- 15. Hollesley Zero Carbon Project – To discuss comments to provide to Programme Lead
- 16. To discuss resident’s request to provide water for the Mallard Way Orchard
- 17. HMP & YOI Hollesley Bay – To discuss letters received from Dr Coffey MP regarding MCOSO offenders held at the prison
- 18. To receive agenda items and agree date of Next Meeting (17th June 2021)

Judi Hallett - Clerk to the Parish Council (14th May 2021)