



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 21st OCTOBER 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 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 co-opt a Councillor and signing of the Declaration of Acceptance of Office Form
5. To agree Minutes of meeting dated 16th September 2021
6. Finance Matters:
 - a) To receive Accounts as at 30th September 2021
 - b) To discuss setting up a Direct Debit for the payments for the Allotments Water.
 - c) To discuss 'Thank you' gift for Locum Clerk
 - d) To discuss grant to Hollesley Primary School PTA for Christmas Raffle
 - e) To authorise the following Invoices for Payments:

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| i. J Hallett (Expenses for past 3 months) | £342.38 |
| ii. HMRC Cumbernauld (Clerk's PAYE) | £381.80 |
| iii. SC Norse Ltd (Refuse Collection from Village Hall) | £211.69 |
| iv. SALC (Payroll for 6 months) | £22.80 |
| v. Hollesley Village Hall (Hire for 3 meetings) | £74.25 |
| vi. <i>Any invoice coming forth</i> | |
 - f) To note Payments made since last meeting:
 - i. None
 - g) To note Payments received since last meeting:
 - i. Barclays (Interest on 70988219) £0.28
7. To discuss the following Planning Applications:
 - a) DC/21/4544/FUL - Holiday let accommodation formed from the conversion and extension of existing outbuilding - 8 Pightles Lane Hollesley
 - b) *Any application coming forth*
 - c) To ratify the comments sent in for DC/21/4304/FUL - Proposed Guest Accommodation Extension - Out Yonder, Alderton Road, Hollesley

Please be aware that recording of meetings is probable

8. Management of visitors to Shingle Street – To receive minutes of meeting attended by Cllr Hughes and the Clerk with residents of Shingle Street and to discuss possible actions suggested
9. Hollesley Zero Carbon Project – To receive update on Climate Change Action Group
10. Platinum Jubilee – To receive an update from the Jubilee Committee
11. Recreation Ground and Village Hall:
 - a) To receive update on Recreation Ground Actions List
 - b) To discuss replacement of the Half Round Tyres with planting
 - c) To appoint a Representative Trustee on the Hollesley Village Hall Committee
 - d) To receive update on questions raise with the Charities Commission on the correct process for amending Trust Deeds.
 - e) To receive update on communications sent to Hall Committee regarding Doctors Lease.
 - f) Dogs:
 - i. To define the 'Recreation Ground' and to discuss if dogs may be off the lead on the Car Parking Areas
 - ii. To discuss action to be taken when a member of the public does not follow the rules regarding dogs on the Recreation Ground.
12. Highways and Footpaths:
 - a) To discuss response to Forestry England consultation on management of Rendlesham Forest.
13. Documentation – To review and/or adopt the following documents:
 - a) Asset Register (October 2021) – *Sent to Councillors on 21st Sept 2021*
14. To receive agenda items and agree date of Next Meeting (18th November 2021)

Judi Hallett ~ Clerk to the Parish Council (17th October 2021)