



# 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 WEDNESDAY 27<sup>th</sup> APRIL 2022 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. Apologies for Absence:
  - a) To receive apologies
  - b) To approve Apologies
2. To receive any...
  - a) Declarations of Pecuniary Interest
  - b) Declarations of Non-Pecuniary Interest
  - c) Applications for Dispensation on Agenda Items.
  - d) Declarations of Gifts or Hospitality Received over the value of £25.00
  - e) Notifications of Lobbying with reference to any Planning Application to be discussed.
3. To co-opt one Councillor and signing of the Declaration of Acceptance of Office Form
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 17<sup>th</sup> March 2022
6. Finance Matters:
  - a) To receive and accept Accounts as at 31<sup>st</sup> March 2022
  - b) To accept Internal Auditor's Report for 2021/22 and 'Annual Internal Audit Report' within Part 3 of the Annual Governance and Accountability Return 2021/22
  - c) To agree and complete Section 1 of Part 3 of the Annual Governance and Accountability Return 2021/22
  - d) To agree and complete Section 2 of Part 3 of the Annual Governance and Accountability Return 2021/22
  - e) To agree Reserve Allocations as at 1<sup>st</sup> April 2022
  - f) To agree the CIL Report for 2021/22
  - g) To agree the Internal Control Statement for year ending 31<sup>st</sup> March 2022
  - h) To authorise the following Invoices for Payments:
    - i. J Hallett (Three Months Expenses) £303.75
    - ii. K N Coe (Maintenance) £75.00
    - iii. SALC (Annual Subscription) £462.05
    - iv. SC Norse Ltd (Refuse Collection from Hall) £218.09
    - v. Eastern Play Services Ltd (Swing Seats) £474.30
    - vi. E Curtis (3 months litter picking) £150.00

*Please be aware that recording of meetings is probable*

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|---|-----------|
| vii. Just 42 (Grant)  | £1,200.00 |
| viii. Hollesley Fete Committee (Grant – Payable to Hollesley PCC) | £200.00   |
| ix. Citizens Advice (Grant)                                       | £100.00   |
| x. Suffolk Accident Rescue Service (Grant)                        | £100.00   |
| xi. Hollesley Welcome Club (Grant)                                | £150.00   |
| xii. <i>Any invoice coming forth</i>                              |           |
- i) To note Payments made since last meeting:
    - i. None
  - j) To note Payments received since last meeting:
    - i. None
7. To discuss the following Planning Applications/Appeals:
    - a) DC/22/1179/FUL - A ground array of 12no. PV panels in the back garden. - Hollesley House, Alderton Road, Hollesley
    - b) DC/22/1326/FUL - Erection of single-storey detached two bedroom dwelling and cart lodge at Land Adjoining Gresley Farm , Lodge Road, Hollesley
  8. Project Updates – To receive updates from:
    - a) Platinum Jubilee – To discuss suggestion from resident that a gift should be purchased for every child in the village to commemorate the Platinum Jubilee
  9. Hollesley Village Hall
    - a) Doctors Surgery Lease - To receive update on the draft Lease
    - b) To receive update on the proposed meeting with the Hall Committee regarding the new ‘Hollesley Village Hall CIO’ Charity
  10. Recreation Grounds:
    - a) To receive news regarding the Play Park Project Phase II and to discuss obtaining updated quote from NGF Play
    - b) To receive update on Recreation Ground Actions List
    - c) To receive notification of concerns from a resident of Oak Hill and to discuss how the Oak Hill Playing Field can be enhanced.
    - d) To discuss Play Park Safety Inspections
  11. Highways
    - a) To discuss list of ‘thoughts’ from a resident of Oak Hill – *list forwarded by Clerk on 29<sup>th</sup> March*
  12. Annual Parish Meeting – To receive details of the format of the 2022 meeting
  13. Trees/Hedges:
    - a) To receive update on the planting of the Jubilee Oaks
  14. Allotments:
    - a) To receive update on the entrance to the Allotments from The Street
    - b) To discuss replacing the bench on the Allotment Path
  15. Cemetery:
    - a) To discuss proposal for an Ashes Burial Area (using the rear of the Memorial Wall) in Hollesley New Cemetery
  16. To receive agenda items and agree date of Next Meeting (19<sup>th</sup> May 2022 – In Hollesley Village Hall)

*Judi Hallett* - Clerk to the Parish Council (22<sup>th</sup> April 2022)