



HOLLESLEY PARISH COUNCIL

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

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NOTICE OF THE HOLLESLEY PARISH COUNCIL MEETING TO BE HELD ON THURSDAY 21st DECEMBER 2023 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 £50.00
 - e) Notifications of Lobbying with reference to any Planning Application to be discussed.
3. To co-opt a Parish Councillor and sign 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 5th December 2023
6. Finance Matters:
 - a) To receive and accept Accounts as at 30th November 2023
 - b) To discuss and agree the Budget for 2024/25
 - c) To discuss agree Precept request for 2024/25
 - d) To authorise the following Invoices for Payments:
 - i. J Hallett (Salary for past 3 months + Back Pay) £2,289.12
 - ii. SCC Pension Fund (Clerk's Pension for 3 months) £799.40
 - iii. GeoXphere Ltd (Mapping System) £60.00
 - iv. Any invoice coming forth
 - e) To note Payments made since last meeting:
 - i. Anglian Water Business (National) Ltd (Allotment Water) £122.40
 - f) To note Payments received since last meeting:
 - i. Stone Masons (Cemetery) £110.00
7. Hollesley Village Hall
 - a) To receive an update on the transfer of the Legal Title of the Village Hall to the new Hollesley Village Hall CIO
 - b) To receive report from HPC Trustee

Please be aware that recording of meetings is probable

8. To discuss the following Planning Applications/Appeals:
 - a) DC/23/4594/FUL - Replacement dwelling and temporary static caravan for use during construction - Elmsfield, Rectory Road, Hollesley
9. Recreation Grounds:
 - a) To receive an update on funding for the Toilet at the Village Hall Recreation Ground
 - b) To receive update on funding for the resurfacing of the Zip Wire mound
10. Highways and Footpaths:
 - a) To receive update on proposed new Bus Shelter at Oak Hill
 - b) To receive an update on funding for the Oak Hill Street Light Upgrade project
 - c) To receive notification of unpassable flooding on road to Shingle Street
11. Affordable Housing:
 - a) To receive update on FOI request to ESC regarding ownership of land in Hollesley
 - b) To discuss the draft Affordable Housing Policy as drafted by the Clerk
12. Documentation – To review and adopt:
 - a) Formal Complaints Procedure (Nov 2023)
 - b) Publication Scheme (Nov 2023)
 - c) Grievance Procedure (Nov 2023)
13. Rural Development Supplementary Planning Document – To receive suggested comments on this from Cllr. Dawson
14. Cemetery:
 - a) To receive notification to a change in charges for maintenance for 2024
 - b) To receive an update from Cllr. Yates with reference to hedge cutting by HMP Hollesley Bay residents
 - c) To receive recommendation from Working Party with reference to establishing an Ashes Interment Area within the Cemetery
15. Allotments:
 - a) To receive an update on the registration of the Allotments with the Land Registry
16. To receive agenda items and agree date of Next Meeting (18th January 2024 – In Hollesley Village Hall)

Judi Hallett ~ Clerk to the Parish Council (15th December 2023)