



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 18TH JANUARY 2024 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 21st December 2023
6. Finance Matters:
 - a) To receive and accept Accounts as at 31st December 2023
 - b) To review the Internal Controls observed by the Council and Appropriateness of our Internal Auditor
 - c) To authorise the following Invoices for Payments:

i. J Hallett (Expenses for previous 3 months)	£312.06
ii. HMRC Cumbernauld (Clerk's PAYE)	£605.60
iii. E Curtis (Litter Picking for past 3 months)	£150.00
iv. <i>Any invoice coming forth</i>	
 - d) To note Payments made since last meeting:
 - i. None
 - e) To note Payments received since last meeting:
 - i. None
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/23/4852/FUL - Proposed increase in height of existing B8 storage building. - Former Dairy Unit, Rectory Road, Hollesley
9. Recreation Grounds:
 - a) To receive an update on funding for the Toilet and the resurfacing of the Zip Wire mound at the Village Hall Recreation Ground
10. Highways and Footpaths:
 - a) To discuss proposed new Bus Shelter at Oak Hill
11. Affordable Housing:
 - a) To discuss the re-draft Affordable Housing Policy as drafted by the Clerk
12. Documentation – To review and adopt:
 - a) Publication Scheme (Nov 2023)
13. Cemetery:
 - a) To receive an update from Cllr. Yates with reference to hedge cutting by HMP Hollesley Bay residents
 - b) To receive recommendation from Working Party with reference to establishing an Ashes Interment Area within the Cemetery
14. Facebook Group – To discuss establishing a Community Facebook group for the distribution of urgent information.
15. To receive agenda items and agree date of Next Meeting (15th February 2024 – In Hollesley Village Hall)

Judi Hallett - Clerk to the Parish Council (11th January 2024)