



# 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 15<sup>TH</sup> FEBRUARY 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 18<sup>th</sup> January 2023
6. To discuss becoming more involved in the Peninsula Village Community Land Trust and possibly appointing a Trustee
7. Finance Matters:
  - a) To receive and accept Accounts as at 31<sup>st</sup> January 2024
  - b) To authorise the following Invoices for Payments:

i. East Suffolk Service (Refuse Collection for 3 months)	£238.38
ii. K N Coe (Maintenance)	£250.00
iii. Barker Gotelee LLP (Allotment Registration with LR)	£180.00
iv. R Keyworth (Replacement Charger for SID Batteries)	£tbc
v. <i>Any invoice coming forth</i>	
  - c) To note Payments made since last meeting:
    - i. None
  - d) To note Payments received since last meeting:
    - i. None

*Please be aware that recording of meetings is probable*

8. 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
9. To discuss the following Planning Applications/Appeals:
  - a) DC/24/0225/FUL- Use of land for the siting of 2no. shepherds huts for use as holiday lets, including provision of parking spaces - Poplar Farm, Heath Road, Hollesley
  - b) DC/23/2120/FUL | Erection of new agricultural machine store and workshop | Land At Pages Hill Alderton Road – To confirm who will speak at the forthcoming ESC Planning Committee (South) and the final wording of the text to be read.
10. Recreation Grounds:
  - a) Village Hall Ground - To consider request from the Village Hall Committee for the Recreation Ground to be used for Touring Caravans (28th March - 1st April (5 nights) and 1st and 2nd November (2 nights))
  - b) Oak Hill Ground – To acknowledge letters from MoJ regarding the closure of the path beside the old Social Club and decide on a course of action
11. New Bus Shelter at Oak Hill:
  - a) To receive information from Cllr. Yates if the Prison can assist with the building of a Shelter
12. Documentation – To confirm review and/or adopt:
  - a) Publication Scheme (Feb 2024)
  - b) Code of Conduct (2020)
13. Allotments
  - a) To receive notification of the registration of the Allotments with the Land Registry.
  - b) To discuss cutting of the hedge against School Lane
14. Cemetery:
  - a) To receive an update with reference to hedge cutting by HMP Hollesley Bay residents
  - b) To receive details of typical charges for Interment of Ashes from local Cemeteries and to agree new rates for Interment of Ashes in to an Ashes Burial Plot
15. Annual Parish Meeting – To discuss the format of the Annual Parish Meeting (4<sup>th</sup> April 2024)
16. To receive agenda items and agree date of Next Meeting (21<sup>st</sup> March 2024 – In Hollesley Village Hall)

*Judi Hallett* - Clerk to the Parish Council (9<sup>th</sup> February 2024)