



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 18TH APRIL 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. 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 agree Minutes of meeting dated 21st March 2024
5. Finance Matters:
 - a) To receive and accept Accounts as at 31st March 2024
 - b) To accept Internal Auditor's Report for 2023/24 and 'Annual Internal Audit Report' within Part 3 of the Annual Governance and Accountability Return 2023/24
 - c) To agree and complete Section 1 of Part 3 of the Annual Governance and Accountability Return 2023/24
 - d) To agree and complete Section 2 of Part 3 of the AGAR 2023/24
 - e) To agree Reserve Allocations as at 1st April 2024
 - f) To agree the CIL Report for 2023/24
 - g) To agree the Internal Control Statement for year ending 31st March 2024
 - h) To receive notification of National Lottery Bid and to decide on a course of action
 - i) To authorise the following Invoices for Payments:

i. J Hallett (Expenses for past 3 months)	£250.55
ii. SALC (Payroll for past 6 months + Annual Subscription)	£534.40
iii. HMRC Cumbernauld (Clerk's PAYE)	£520.20
iv. Suffolk.cloud (Website hosting for 24/25)	£120.00
v. East Anglian Air Ambulance (Grant in lieu of Hedge Cutting)	£150.00
vi. Just 42 (Grant)	£1,296.00
vii. Friends of Hollesley School (Grant)	£500.00
viii. All Saints Church, Hollesley (Grant for Fete)	£150.00

Please be aware that recording of meetings is probable

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| ix. | Hollesley, Boyton & S/Street Good Neighbour Scheme (Grant) | £360.00 |
| x. | Hollesley Welcome Club (Grant) | £360.00 |
| xi. | D M Bracey (Play Inspections x 4) | £720.00 |
| xii. | K N Coe (Maintenance) | £56.00 |
| xiii. | E Curtis (Litter picking Feb, Mar and April) | £180.00 |
| xiv. | J&A International Ltd (Sticker for Basket Ball Hoop) | £28.74 |
| xv. | Trevor Brown (Internal Audit) | £223.00 |
| xvi. | <i>Any invoice coming forth</i> | |
- j) To note Payments made since last meeting:
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| i. | A McBurnie (Street Furniture Licence) | £150.00 |
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- k) To note Payments received since last meeting:
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| i. | SCC Highways (Street Furniture Licence) | £150.00 |
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6. 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
7. To discuss the following Planning Applications/Appeals:
- a) DC/24/0954/VOC - Variation of Condition No. 2 of DC/21/0978/FUL (Proposed new roof structure to replace existing) ... - Condition changed to include a new drawing for the detached garage, which has been slightly enlarged from the approved garage. - 6 Melton Road, Hollesley
 - b) To receive report on Sizewell C Forum
8. Recreation Grounds:
- a) Village Hall Ground – To review the status of the Car Park beyond the Iron Gate and to decide on any course of action to take
 - b) Oak Hill Ground – To receive update on the closure of the path beside the old Social Club
9. New Bus Shelter at Oak Hill:
- a) To receive information from Cllr. Devine on discussions with owners of land around the old Bus Shelter Site
10. Complaint – To make public the decisions of a sub-committee of the Parish Council, who heard a complaint regarding content of a Grapevine message sent by the Clerk
11. Highways:
- a) To revisit signage outside Recreation Ground after near accident
12. To receive agenda items and agree date of Next Meeting (16th May 2024 – In Hollesley Village Hall)

Judi Hallett - Clerk to the Parish Council (12th April 2024)