



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 15TH AUGUST 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. Co-option of a Councillor and the signing of the Declaration of Acceptance of Office
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 18th July 2024
6. To receive resignation from the Clerk and to agree the timetable for filing the vacancy.
7. To open discussions about Hollesley making a Neighbourhood Plan (outline information to be given by the Clerk)
8. Finance Matters:
 - a) To receive and accept Accounts as at 31st July 2024
 - b) To acknowledge receipt of Section 3 of Part 3 of the 2023/24 AGAR and the Notice of Conclusion of Audit 2023/24
 - c) To authorise the following Invoices for Payments:

i. J Hallett (Salary and Expenses)	£758.15
ii. SCC Pension Fund (Clerk's Pension)	£226.66
iii. East Suffolk Council (Refuse Collection at Hall for next 3 months)	£237.90
iv. East Suffolk Council (Green Bin at Cemetery)	£52.50
v. PKF Littlejohn LLP (External Audit)	£252.00
vi. <i>Any invoice coming forth</i>	
 - d) To note Payments made since last meeting:
 - i. None

Please be aware that recording of meetings is probable

- e) To note Payments received since last meeting:
 - i. None

- 9. Hollesley Village Hall
 - a) To discuss letter from Village Hall's Solicitors requesting the Parish Council permit the transfer of the Title for the Hall to the new CIO
 - b) To discuss grant request for Defibrillator at the Village Hall (if received)
 - c) To receive report from HPC Trustee

- 10. To discuss the following Planning Applications/Appeals:
 - a) *None at the time of publishing the Agenda*

- 11. Recreation Grounds:
 - a) Oak Hill Ground – To receive update on the closure of the path beside the old Social Club and the sale of the building
 - b) Village Hall Recreation Ground – To discuss final planting position of the new Jubilee Oak, whether on the Recreation Ground or in the village

- 12. New Bus Shelter at Oak Hill:
 - a) To receive update from Cllrs. Devine, and Yates on Site survey for new Bus Shelter at Oak Hill

- 13. Highways:
 - a) To discuss report from SCC Public Rights of Way on Claimed Footpath – From Restricted Byway 5 to Footpath 4, Hollesley – *if received*
 - b) To discuss comments received from Mr Paul regarding Deer signage and signs identified by Clerk
 - c) To discuss comments from SCC regarding designation of roads through Melton as 'Priority' .

- 14. To receive agenda items and agree date of Next Meeting (19th Sept 2024 – In Hollesley Village Hall)

Judi Hallett - Clerk to the Parish Council (9th August 2024)