



# HOLLESLEY PARISH COUNCIL

Ms Clare Cooper, *Clerk to the Council*  
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## NOTICE OF THE HOLLESLEY PARISH COUNCIL MEETING TO BE HELD ON THURSDAY 17<sup>TH</sup> OCTOBER 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 receive update on the handover to the new Clerk
6. To agree Minutes of meeting dated 19<sup>th</sup> September 2024
7. To discuss establishing a Neighbourhood Plan for Hollesley
8. Finance Matters:
  - a) To receive and accept Accounts as at 30<sup>th</sup> September 2024
  - b) To authorise the following Invoices for Payments:

i. J Hallett (Salary and Expenses)	£722.65
ii. C Cooper (Salary and Expenses)	£723.96
iii. SCC Pension Fund (Judi pension)	£226.66
iv. E Curtis (Litter Picking)	£180.00
v. ESC (Waste Collection)	£237.90
vi. Village Hall (Room Hire)	£234.00
vii. NGF (Rec Resurfacing)	£5,425.50
viii. SALC (Payroll Services)	£48.00
ix. London Hearts (Defibrillator)	£900.00
x. HMRC (Staff PAYE)	£535.40
xi. Any other invoice forthcoming	

*Please be aware that recording of meetings is probable*

- c) To note Payments made since last meeting:
    - i. Wave (Anglian Water) £34.62
  - d) To note Payments received since last meeting:
    - i. East Suffolk Council (50% of Precept) £19,115.00
9. Hollesley Village Hall
- a) To discuss if the Parish Council are prepared to pay for further legal advice regarding the Parish Council permitting the transfer of the Title for the Hall to the new CIO (circa. £1,200 - £1,600)
  - b) To receive update on purchase of a Defibrillator at the Village Hall
  - c) To receive report from HPC Trustee
10. To discuss the following Planning Applications/Appeals:
- a) None
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
    - i. To receive update on the planting of the new Jubilee Oak on the Recreation Ground
12. To receive update on the Hollesley Men’s Shed project.
13. New Bus Shelter at Oak Hill -To receive update from Bus Company and SCC Highways
14. Highways:
- a) To discuss recent road closures
  - b) To discuss safety aspects of the Duck Corner and Water Tower crossroads
  - c) To receive update on Deer signage
  - d) To receive update on vehicles blocking the pavement outside Morrisons and Coltec Garage
  - e) To discuss the use of modern technology to detect the speed of vehicles in the village
15. New Parish Clerk:
- a) Update on the handover between Judi and Clare
  - b) Discussion on the use of social media by the Clerk
16. Update on Emergency Plan:
- a) To discuss outcome from CEPG desk top exercise attended by the Parish Clerk
17. To receive agenda items and agree date of Next Meeting 21<sup>st</sup> November 2024 – In Hollesley Village Hall)

*Clare Cooper* - Clerk to the Parish Council (9<sup>th</sup> October 2024)