



# HOLLESLEY PARISH COUNCIL

Ms Clare Cooper, *Clerk to the Council*  
34 Swallows Close, Hollesley, Woodbridge Suffolk IP12 3RW

Tel: 07534 428705 [clerk@hollesley-pc.gov.uk](mailto:clerk@hollesley-pc.gov.uk)

## NOTICE OF THE HOLLESLEY PARISH COUNCIL MEETING TO BE HELD ON THURSDAY 19th DECEMBER 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 21<sup>st</sup> November 2024
6. Finance Matters:
  - a) To receive and accept Accounts as at 30<sup>th</sup> November 2024
  - b) To discuss and agree the Budget for 2025/26
  - c) To discuss agree Precept request for 2025/26
  - d) To discuss the remaining 2025 grant request
  - e) To authorise the following Invoices for Payments:
    - i. C Cooper (Salary and Expenses) £1,273.58
    - ii. SCC Pension Fund (Clerk's pension) £209.23
    - iii. Marc Fowler (IT support) £60.00
    - iv. GeoXphere Ltd (Mapping System) £60.00
    - v. Any other invoice forthcoming
  - f) To note Payments made since last meeting:
    - i. Information Commissioner's Office (Subscription) £35.00

g) To note Payments received since last meeting:	
i. Alford Storage (Recycling)	£23.00
ii. Allotment Rent Payments (Allotments)	£835.69
iii. VAT Refund	£1,202.88

7. Hollesley Village Hall

- a) To discuss any update on the transfer of the Title for the Hall to the new CIO
- b) To receive report from HPC Trustee

8. To discuss the following Planning Applications/Appeals:

- a) DC/24/4334/FUL - Construction of a single story detached double garage, with two doors on the front and a personnel door on the side facing the house, Chesford, The Street, Hollesley
- b) ENF/24/0022/DEV – Breach of control - Part Land Near Junction Of Heath Road and Sutton Road Hollesley

9. Recreation Grounds:

- a) Oak Hill Ground
  - i. To receive update on the closure of the path beside the Old Social Club and the sale of the building
  - ii. To agree how to proceed with the funding application for the climbing wall
- b) Village Hall Recreation Ground
  - i. To agree quotation for maintenance work required

10. To discuss the progress made towards establishing a Neighbourhood Plan for Hollesley

11. To discuss update on the Hollesley Men’s Shed project.

12. To receive update on the New Bus Shelter at Oak Hill -

13. Highways:

- a) To discuss the outcome of the Council’s letter to SCC regarding safety aspects of the Duck Corner and Water Tower crossroads
- b) To receive update on Deer signage
- c) To receive update on vehicles blocking the pavement outside Morrisons and Coltec Garage
- d) To discuss the SCC decision regarding Claimed Footpath RB5 to FP

14. Deben Ward Meeting – To update the council on the meeting of 28th November

15. To receive agenda items and agree date of Next Meeting 16<sup>th</sup> January 2025 – In Hollesley Village Hall)

**Exclusion of the Press and Public due to the confidential nature of the business to be discussed**

16. To discuss the approaching end of the Parish Clerk’s Probationary period

*Clare Cooper* ~ Clerk to the Parish Council (10<sup>th</sup> December 2024)