



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

NOTICE OF THE HOLLESLEY PARISH COUNCIL MEETING TO BE HELD ON THURSDAY 16th October 2025 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 18th September 2025
5. Finance Matters:
 - a) To receive and accept Accounts as of 30th September 2025
 - b) To authorise the following Invoices for Payments:

i. C Cooper (Salary and Expenses)	£665.75
ii. SCC Pension Fund (Clerk's pension)	£221.00
iii. HMRC (Tax & NI)	£677.37
iv. Roadware (Grit Bin)	£131.94
v. Hollesley Village Hall (Room Hire)	£6.00
vi. SALC (Payroll Services)	£57.00
vii. East Suffolk Services (Waste Collection)	£146.64
viii. Hollesley Village Hall (Room Hire)	£252.00
ix. Any other invoice forthcoming	
 - c) To note Payments made since last meeting:

i. Tesco Mobile (Phone)	£12.76
ii. Anglian Water (Allotments)	£264.15

Please be aware that recording of meetings is probable

d) To note Payments received since last meeting:	
i. Alford Storage (Recycling)	£31.00
ii. Halstead Memorials (Cemetery)	£320.00
iii. East Suffolk Council (Precept)	£20,700.00
iv. Mr D Bethell	£10.00
e) To note transfers:	
i. From Business Saver to Community Account	£4,000.00
ii. From Community Account to Business Saver	£20,000.00

6. Planning Applications

- a) DC/25/2605/FUL Change of Use of approved residential annexe to independent dwelling and garden to include a flue and amended windows all based on use of existing vehicular access. Retrospective permission for use of former woodland as extended residential curtilage and garden shed all ancillary to proposed independent dwelling Bryanston, Bushey Lane, Hollesley, Suffolk, IP12 3RU
- b) DC/25/2392/ARM Approval of Reserved Matters of DC/20/4151/OUT - Outline Application (All Matters Reserved) approved under appeal AP/21/0061/REFUSE - Construction of up to three dwellings with all matters reserved - Conditions 1, 4 & 5a Land Between The Entrance To The Sandlings Caravan Park and Rondebosch , Lodge Road, Hollesley, Suffolk

7. Hollesley Village Hall

- a) To agree whether to take legal advice or accept the draft Deed of Retirement and amended Trust Deed to transfer the legal title to the CIO

8. Recreation Ground

- a) To review the condition of the car park past the gate
- b) To agree for the Recreation Ground to be used for dog training on Friday 7th November

9. Cemetery

- a) To agree who should take over the cemetery maintenance from Jan 2026 and on what basis

10. Defibrillator

- a) To discuss whether to replace the case and pads for the Run Cottage defibrillator

11. Documentation

- a) To consider placing historic paperwork in the hands of the Suffolk Archives

12. Christmas Tree

- a) To discuss whether to put up a village Christmas Tree

13. Oak Hill Bus Shelter

- a) To receive an update on the siting of the bus shelter

14. To receive agenda items and agree date of Next Meeting 20th November 2025 – In Hollesley Village Hall

Clare Cooper - Clerk to the Parish Council (6th October 2025)