



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 18th September 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 21st August 2025
5. Finance Matters:
 - a) To receive and accept Accounts as of 31st August 2025
 - b) To accept a quotation for the insurance renewal due 1st October 2025
 - c) To consider purchase of a Wreath from the Royal British Legion, for Remembrance Day 2025
 - d) To authorise the following Invoices for Payments:
 - i. C Cooper (Salary and Expenses) £713.05
 - ii. SCC Pension Fund (Clerk's pension) £217.40
 - iii. Any other invoice forthcoming
 - e) To note Payments made since last meeting:
 - i. Tesco Mobile (Phone) £12.76
 - f) To note Payments received since last meeting:
 - i. Alford Storage (Recycling) £14.00
 - ii. Barclays (Interest) £109.04

Please be aware that recording of meetings is probable

6. Planning Applications

- a) DC/25/3384/VOC, Variation of Condition No. 2 of DC/25/1778/FUL - Alterations & extensions to dwelling, erection of detached garage with home office and a detached carport - Relocate staircase to external location, 8 Boyton Road, Hollesley, Woodbridge, Suffolk, IP12 3LD

7. Hollesley Village Hall

- a) To consider the draft Deed of Retirement and amended Trust Deed to transfer the legal title to the CIO.

8. Recreation Ground

- a) To receive an update regarding work to be carried out to the Oak Trees

9. Shingle Street

- a) To agree whether a further sign is required at Shingle Street to advise against swimming in the river mouth

10. Oak Hill Bus Shelter

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

11. Hedge Cutting

- a) To decide the approach to be taken to cut the hedges at the Cemetery and Allotments

12. To receive agenda items and agree date of Next Meeting 16th October 2025 – In Hollesley Village Hall

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

13. To discuss the outcome of the Clerk's appraisal and to confirm any increase in salary point

Clare Cooper - Clerk to the Parish Council (11th September 2025)