



HOLLESLEY PARISH COUNCIL

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

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NOTICE OF THE HOLLESLEY PARISH COUNCIL MEETING TO BE HELD ON THURSDAY 16th APRIL 2026 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 (no SCC councillor in post)
4. Co-option of a Councillor and the signing of the Declaration of Acceptance of Office
5. To agree Minutes of meeting dated 19th March 2026
6. Finance Matters:
 - a) To receive and accept Accounts as of 31st March 2026
 - b) To agree Reserve Allocations as of 1st April 2026
 - c) To agree the CIL Report for 2025/26
 - d) To agree the Internal Control Statement for year ending 31st March 2025
 - e) To discuss whether to issue the clerk with a debit card or credit card and if so the spending limit.
 - f) To authorise the following Invoices for Payments:

i. C Cooper (Salary and Expenses)	£,1040.25
ii. SCC Pension Fund (Clerk's pension)	£195.00
iii. Birketts (Legal Fees)	£2,427.60
iv. HMRC (Tax & NI)	£662.32
v. Hollesley Village Hall (Room Hire)	£164.00
vi. Hollesley Fete Committee (Grant)	£200.00
vii. Citizens Advice Bureau (Grant)	£200.00
viii. Hollesley Good Neighbour Scheme (Grant)	£300.00

Please be aware that recording of meetings is possible

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| ix. Hollesley Bowls Blub (Grant) | £250.00 |
| x. Hollesley Welcome Club (Grant) | £300.00 |
| xi. Peninsula Shed Hollesley (Grant) | £300.00 |
| xii. Hollesley Players (Grant) | £600.00 |
| xiii. Just 42 (Grant) | £500.00 |
| xiv. Friends of Hollesley School (Grant) | £1,000.00 |
| xv. Les Andrews (APM) | £30.00 |
| xvi. Pear Space (Website & email hosting) | £300.00 |
| xvii. East Suffolk Services (Trade Waste) | £152.65 |
| xviii. East Suffolk Services (Grass Cutting) | £2,267.12 |
| xix. Any other invoice forthcoming | |
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| g) To note Payments made since last meeting: | |
| i. Tesco Mobile (Phone) | £12.76 |
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| h) To note Payments received since last meeting: | |
| i. Alford Storage (Recycling) | £23.00 |
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| i) To note Transfers between accounts | |
| i. Project Account to Current Account | £100.51 |
| ii. Premium Account to Current Account | £10,000.00 |
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| 7. Planning Applications | |
| a) Any planning application received | |
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| 8. Footpaths | |
| a) To discuss whether to proceed with presenting the case to support the (DEBEN RURAL DISTRICT DEFINITIVE MAP AND STATEMENT) (PARISH OF HOLLESLEY) MODIFICATION ORDER 2024 at a local inquiry | |
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| 9. Hollesley Village Fete | |
| a) To discuss whether the Parish Council should have a stand at the Village Fete | |
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| 10. Allotments | |
| a) To authorise hedge topping | |
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| 11. Alde & Ore Association | |
| a) Report on the recent Alde & Ore Association meeting | |
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| 12. Documentation – To confirm review and adoption of documents sent to all 25/02/2026 | |
| a) Grant Award Policy (Apr 2026) | |
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| 13. To receive agenda items and agree date of Next Meeting 19 th May 2026 – In Hollesley Village Hall | |

Clare Cooper - Clerk to the Parish Council (8th April 2026)