



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 17th SEPTEMBER 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 & SCC Councillor
4. Co-option of a Councillor and the signing of the Declaration of Acceptance of Office
5. To agree Minutes of meeting dated 20th August 2026
6. Finance Matters:
 - a) To receive and accept Accounts as of 31st August 2026
 - b) To accept the insurance quotation for 2026/27
 - c) To agree a new phone contract
 - d) To authorise the following Invoices for Payments:

i. C Cooper (Salary and Expenses)	£959.69
ii. SCC Pension Fund (Clerk's pension)	£195.00
iii. Community Action Suffolk (Insurance)	£1,137.59
iv. East Suffolk Services (Trade waste)	£152.65
v. T Burbridge (Water meter)	£43.64
vi. Any other invoice forthcoming	
 - e) To note Payments made since last meeting:

i. Tesco Mobile (Phone)	£13.69
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Please be aware that recording of meetings is possible

f) To note Payments received since last meeting:	
i. Alford Storage (Recycling)	£12.00
ii. Quiz entry fees (Projects)	£282.00
iii. Barclays (Interest)	£144.29
g) To note Transfers between accounts	
i. Project Account to Current Account	£81.52
ii. Premium Account to Current Account	£3,000.00

7. Planning Applications

- a) Any planning application received

8. Oak Hill Bus Shelter

- a) To decide whether to apply to overturn the covenant on the land or take out an indemnity policy

9. Highways

- a) To review the questionnaire for 20mph along The Street and to agree the next steps
b) To decide whether to appoint a working group to explore the possibility of a footpath up to the Water Tower

10. Streetlights

- a) To agree to proceed with the upgrade and adoption of the remaining streetlights at Oak Hill

11. Allotments

- a) To accept a quote for cutting the hedge

12. Clerk

- a) To appoint an interview panel
b) To discuss the outcome of the annual appraisal and to authorise an increase to the next spine point

13. To receive agenda items and agree date of Next Meeting 15th October 2026 – In Hollesley Village Hall

Clare Cooper ~ Clerk to the Parish Council (10th September 2026)