



# 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 19<sup>th</sup> MARCH 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 and 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 19<sup>th</sup> February 2026
6. Finance Matters:
  - a) To receive and accept Accounts as of 28<sup>th</sup> February 2026
  - b) To review the grants to be awarded in 2026/27
  - c) To authorise the following Invoices for Payments:

i. C Cooper (Salary and Expenses)	£823.15
ii. SCC Pension Fund (Clerk's pension)	£221.00
iii. Birketts (Legal Fees)	£2,427.60
iv. SALC (Payroll)	£57.60
v. Any other invoice forthcoming	
  - d) To note Payments made since last meeting:

i. Tesco Mobile (Phone)	£12.76
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e) To note Payments received since last meeting:	
i. Hollesley PCC (Hedge Cutting)	£64.00
ii. HMRC (VAT reclaim)	£124.87
iii. Alford Storage (Recycling)	£23.00
iv. Barclays (Interest - Premium Account)	£114.51
v. Barclays (Interest – Project Account)	£0.93
f) To note Transfers between accounts	
i. Premium Account to Current Account	£5,000.00
ii. Project Account to Current Account	£99.60

7. Planning Applications

- a) Any planning application received.

8. Recreation Ground

- a) To authorise football coaching sessions and to fix a price  
b) To authorise film crew parking 16<sup>th</sup> to 25<sup>th</sup> April  
c) To discuss the replacement of the Hollesley Players shipping container

9. Street Lighting

- a) To discuss switching all the streetlights to a timed basis, turning off at 12.30am

10. Emergency Planning

- a) To receive and adopt the final draft of the Hollesley Emergency Plan  
b) To decide whether to fund an Emergency Pack

11. Documentation – To confirm review and adoption of documents sent to all 25/02/2026:

- a) Risk Assessment (Financial) March 2026  
b) Risk Assessment (Non-Financial) March 2026  
c) Risk Assessment (Cemetery Maintenance) March 2026  
d) Risk Assessment (Litter Picking) March 2026  
e) Website Accessibility Statement March 2026

12. To receive agenda items and agree date of Next Meeting 16<sup>th</sup> April 2026 – In Hollesley Village Hall

*Clare Cooper* ~ Clerk to the Parish Council (9<sup>th</sup> March 2026)