HOLLESLEY PARISH COUNCIL

Letitia Martin, *Clerk to the Council*
30 Bramble Way, Martlesham Suffolk IP12 4FG

Tel: 07534 428705 ***clerk@hollesley-pc.gov.uk***

NOTICE OF THE HOLLESLEY PARISH COUNCIL MEETING TO BE HELD ON THURSDAY 19th NOVEMBER 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 15th October 2026

6. Finance Matters:
   a) To receive and accept Accounts as of 31st October 2026
   b) To agree grant payments to be made in April 2027
   c) To discuss and the draft budget for 2027/28
   d) To authorise the following Invoices for Payments:

i.	C Cooper (Salary and Expenses)	£1,081.79
ii.	L Martin (Salary and Expenses)	£823.84
iii.	SCC Pension Fund (Clerks' pensions)	£467.81
iii.	Royal British Legion Appeal (Poppy wreath)	£23.00
iv.	David Bracey (Play Inspections)	£360.00
v.	East Suffolk Services (Trade Waste)	£99.80
vi.	Kevin Foreman (Cemetery & Rec maintenance)	£400.00
vii.	Any other invoice forthcoming	

Please be aware that recording of meetings is possible

e) To note Payments made since last meeting:

i.	Tesco Mobile (Phone)	£7.50
ii.	ICO (subscription)	£47.00

f) To note Payments received since last meeting:

i.	Alford Storage (Recycling)	£24.00
ii.	Allotment Rent (Allotments)	£781.99
iii.	Vinted (Sales of craft items (Projects))	£6.00
iv.	Halstead Memorial (Cemetery)	£30.00
v.	HMRC (VAT refund)	£178.86
vi.	Quiz bookings (Projects)	

g) To note Transfers between accounts

i.	Project Account to Current Account	£99.79
ii.	Premium Account to Current Account	£2000.00

7. Planning Applications
   a) DC/26/3855/FUL - Conversion and alteration to existing detached garage into accommodation for holiday letting purposes.
   Longhouse , Rectory Road, Hollesley, Woodbridge, Suffolk IP12 3JS
   b) Any planning application received

8. Highways
   a) To accept the quote for the new signage at Oak Hill
   b) To accept the quote for the new signage at Duck Corner
   c) To receive an update from Clarke & Simpson and Greenwell Farms regarding the proposed footpath from the Water Tower to Duck Corner
   d) To receive an update on the results of the questionnaires sent out regarding the proposed 20mph speed limit

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

10. Recreation Ground
   a) To decide whether to change the signs at the recreation ground to “no dog fouling” rather than “keeping dogs on a lead”
   b) To approve Caravan Club dates for 2027
   March 5th-7th
   March 26th-28th
   October 29th-31st

11. To receive agenda items and agree date of Next Meeting 17th December 2026 – In Hollesley Village Hall

Letitia Martin - Clerk to the Parish Council (12th November 2026)

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