

Minutes of Hollesley Parish Council Meeting

Held on 18th July 2024 ~ 7.30pm

At Hollesley Village Hall, Woodbridge Road, Hollesley

Present

Cllr. Brian Devine (Chair), Cllr. Trevor Burbridge, Cllr. Sharon Bushnell, Cllr. Roger Dawson, Cllr. John Hardwick Cllr. David Physick, and Cllr. Andrew Rust

Judi Hallett (Clerk) Five Members of the Public

The Chair welcomed everyone to the meeting

Record of Public Session:

a) Reports or comment from any member of the public or any other village organisation (notes only):

- Hollesley Men's Shed – A member of the public alerted Council to a meeting regarding setting up a Hollesley Man's Shed. The meeting would take place on 5th Sept at the Shepherd and Dog Inn. If the project were to succeed they would need a secure shed, lock-up or container. It would be half productive and half social. Women may be allowed at certain times. It could perhaps be at the Recreation Ground or the English Garden (behind the old Doctors Surgery). They are springing up all over and help men deal with social isolation and loneliness.
- Item 11a – I was very disappointed to read the draft report, I used the path last in June, there has been little use since the signs went up but lots before, I have never been restricted in accessing this track, it has always been a circular path for residents to complete without walking miles out of the way
- Item 11a – I agree with the above comments, we were told to apply for any path that was not on the official map, when we do provide the evidence (which dates back to 1940's in two cases) it is ignored. Perhaps the Council would consider appealing if the path is not designated?

b) Reports or comment from ESC and SCC Councillors:

- Suffolk County Council – Cllr. Reid's report had been circulated just before the meeting:
 - It was commented that SCC need to amend their process for permitting roadworks and require the companies to work outside peak times. It was agreed to raise the subject of the Melton Crossroads at the next Joint PC's Meeting
- East Suffolk Council – Cllr. Mallinder reported on the following items:
 - After the General Election we have a new administration in Parliament and a new MP – there are bold new steps being taken, we will have to hope the AONB designation saves us from too much development
 - Sutton Heath – this remains a constant issue, events only take place over 28 days but I have raised the issue of the new signage
 - Shottisham – very poor mobile coverage

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- Bawdsey – Issues with Camper Vans parking over night; signs often ignored
- Highways – there are always highways issues and these need to be raised with Cllr. Reid.
- [Thank you for all your hard work]

Agenda Item	Resolution / Agreement / Fact	Action
1. <u>Apologies for Absence</u>		
a) To receive apologies	a) Apologies had been received from Cllr. Igor Kaligarič (Away), Cllr. Brian Devine (unwell) and Cllr. Carolyn Bevan-Biggs (Away). Cllr. Mallinder had indicated he may be late to the meeting and Cllr Reid had given his apologies.	a) Noted
b) To approve apologies	b) The apologies of Cllrs. Kaligarič, Devine, and Bevan-Biggs, were proposed as accepted by Cllr. Rust, seconded by Cllr. Physick and all were in agreement.	b) Noted
2. <u>To receive any...</u>		
a) Declarations of Pecuniary Interest	a) Cllr. Hardwick – Item 11 a)	a) Noted
b) Declarations of Non-Pecuniary Interest	b) None	b) None
c) Applications for Dispensation on Agenda Items	c) None	c) None
d) Declarations of Gifts or Hospitality received over the value of £50.00	d) None	d) None
e) Notifications of Lobbying with reference to any Planning Application to be discussed	e) None	e) None
3. <u>Co-option of a Councillor</u> and the signing of the Declaration of Acceptance of Office	No member of the public stepped forward and the Clerk was asked to advertise again and retain the item on the agenda	<ul style="list-style-type: none"> ● Clerk to advertise and place on August Agenda
4. <u>Public Session</u>	<i>See above record</i>	<ul style="list-style-type: none"> ● Clerk to advertise the Men’s Shed meeting

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5. To agree <u>Minutes</u> of meeting dated 20 th June 2024	The minutes had been circulated to all and minor grammatical corrections had been noted. The minutes were proposed as correct by Cllr. Burbridge, seconded by Cllr. Bushnell and Councillors who were present at the meeting confirmed that they were correct.	<ul style="list-style-type: none"> • Clerk to post on the Website
6. <u>Finance Matters:</u> a) To authorise Accounts as at 30 th June 2024 b) To discuss Clerk’s request for assistance with payment towards Broadband costs c) To discuss draft response to Insurance Pre Renewal Questionnaire d) To authorise the following Invoices for Payments: i. J Hallett (Salary and Expenses (inc. past three months) - £1,108.43 ii. HMRC Cumbernauld (Clerk’s PAYE for 3 months) - £535.20 iii. SCC Pension Fund (Clerk’s Pension) - £226.66 iv. E Curtis (Litter Picking for 3 months) - £180.00 e) To note Payments made since last meeting: i. None	a) The accounts had been sent to all and there were no questions. Cllr. Burbridge agreed to review the Bank Statements b) [The Clerk left the room during discussion and was then recalled]. Cllr. Rust proposed 50% of the 4G Broadband expenses be paid by Hollesley PC. This was seconded by Cllr. Dawson and all were in agreement c) The draft Insurance Renewal Questionnaire had been circulated and no adjustments were suggested. The Clerk confirmed that the 3 year Long Term Agreement finished in September 2025. d) The payments were proposed by Cllr. Physick, seconded by Cllr. Rust and all Councillors were in agreement that it be paid. Cllr. Burbridge examined the invoices and agreed to authorise the payments the following day. The Clerk was asked to send the Sign in process to Cllr. Physick again. e) Noted	a) None b) Clerk to claim each month c) Clerk to send to Gallagher Ins d) Clerk to draw payments and Cllr. Burbridge to counter authorise. e) None

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f) To note Payments received since last meeting: i. Astco (Clothing Bank) - £31.00	f) Noted	f) None
7. <u>Hollesley Village Hall:</u> a) To receive update from Football Club re. supply of a Defibrillator for the Village Hall b) To receive report from HPC Trustee	a) The Clerk reported that she had spoken to the Football Club and they had been offered a Defibrillator through the FA, but the offer was now closed. To save any complications with ownership and responsibility with any device, the Clerk suggested the Hall Committee follow the Grant Request process and then purchase and manage the device themselves. It was agreed that a Grant Request Form should be sent to the Hall Committee and that any request received would be 'fast tracked' in order that a device could be purchased before the Football season started. b) Cllr. Yates was not in attendance	a) Clerk to send form to Hall Committee b) None
8. To discuss the following <u>Planning Applications:</u> a) None	a) N/A	a) N/A
9. <u>Recreation Grounds:</u> a) Oak Hill Ground – To receive update on the closure of the path beside the old Social Club and the sale of the building	a) The Clerk reported that she had finally spoken to the Estate Agent selling the land. He had indicated that a sale was imminent and that he was certain the buyer would wish to speak to the Parish Council about officially instating a path to the Recreation Ground. Cllr. Pysick reported that he had attended the last meeting of the Community Land Trust, who had indicated an interest in this land, although they may now be too late! He gave details of the CLT Houses in Bawdsey and funds still available through ESC	a) Clerk to Clerk to forward the PC email address to the Agent for onward forwarding.
10. <u>New Bus Shelter at Oak Hill:</u> a) To receive information from Cllrs. Devine, and Yates on Site survey for new Bus Shelter at Oak Hill	a) Item to be carried forward	a) Clerk to place on the August Agenda

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<p>11. <u>Highways:</u></p> <p>a) To discuss draft report form SCC Public Rights of Way on Claimed Footpath – From Restricted Byway 5 to Footpath 4, Hollesley</p> <p>b) To discuss comments received following the article in the June Village Voices regarding highway signage</p> <p>c) To discuss temporary traffic lights at the Melton Crossroads, the inconvenience and stress causes Hollesley drivers and the possibility of sending a joint letter to SCC from all Deben Parish Councils</p>	<p>a) [Cllr. Harwick left the meeting]. The Clerk had circulated the draft report from the SCC Public Rights of Way Team. The Chair explained the history behind this and the ‘Blue Bell Wood Path’ to new Councillors. The following comments were noted:</p> <ul style="list-style-type: none"> • I have used this in the past not since being asked not to • The evidence does go back a long way • If it was permitted, could it be temporarily closed on Event days? Yes, but there would be a cost • The usage in the report is factual, and it has only dropped off since the signs went up <p>In conclusion Cllr. Burbridge proposed the Council comment on the Draft report that the Council felt there was enough evidence given to grant the designation of the path. This was seconded by Cllr. Physick and Councillors voted 4 For with 1 Abstention [Cllr. Hardwick re-entered the meeting]</p> <p>b) The Clerk had circulated the three comments she had received on this matter. There appeared to be split opinion on highways signage. However, Cllr. Rust proposed that Mr Paul of the Broxtead Estate be approached and asked to erect large Deer warning signs (like those at Sizewell), to warn drivers. Other locations could then also be considered.</p> <p>c) Lengthy discussion was had on the chaos recent temporary traffic lights in Melton had caused. It was suggested that the road between the A12/Woods Land Roundabout and the Wilford Hollows Roundabout should be designated as ‘Priority Road’ where roadworks were not permitted after 6.00am or before 9pm.</p>	<p>a) Clerk to draft report and circulate for approval before sending before 22nd July</p> <p>b) Clerk to contact Mr Paul to seek his opinion in the first instance.</p> <p>c) Clerk to write to SCC, coping in new MP, District and County Councillors, the Prison and MOD Woodbridge.</p>

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12. To receive <u>agenda items for next meeting and agree date</u> of Next Meeting 15 th August 2024)	It was suggested the following items were added to the August agenda: <ul style="list-style-type: none"> • Items carried forward from this meeting Date of next meeting: 15th August 2024	<ul style="list-style-type: none"> • Clerk to prepare August agenda

The meeting was closed at 8.55pm

Signed:
Chair

Date:

Judi Hallett
Clerk to Hollesley Parish Council

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