

# Hollesley Parish Council

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## Minutes of Hollesley Parish Council Meeting

Held on 20th February 2025 ~ 7.30pm

At Hollesley Village Hall, Woodbridge Road, Hollesley

### Present

a) Cllr. Brian Devine (Chair), Cllr. Trevor Burbridge, Cllr. Sharon Bushnell, Cllr. David Physick, Cllr. Roger Dawson, Cllr. Igor Kaligarič and Cllr. Andrew Rust.

Clare Cooper (Parish Clerk)      Five Members of the Public

### **Record of Public Session:**

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

No comments made.

b) Reports or comment from ESC and SCC Councillors:

- East Suffolk Council – Cllr. Mallinder
  - ❖ East Suffolk has decided to increase the Council Tax by the maximum amount allowed. Cllr. Mallinder was the only councillor to vote against this as he felt that much of the budget will be taken up by vanity projects rather than the council meeting their core responsibilities.
  - ❖ The new waste recycling system to be introduced across the country will require more bins but will remove the charge for garden waste.
  - ❖ Cllr. Mallinder was pleased to be able to support Meet Up Mondays with a financial donation and attended their meal in the Village Hall.
  - ❖ The shelved housing development at Coronation Avenue may be resurrected. Cllr. Mallinder is keen for the Council to engage fully in discussions with the Parish Council and residents.
  - ❖ Cllr. Mallinder was shocked by yet another serious accident in the village, raising awareness with an article in the press. He has requested a meeting with our MP to discuss Highways matters and hopes that this will involve a visit to Hollesley.
  - ❖ Tim Passmore the Police and Crime Commissioner has also agreed to address either a Parish Council or Annual Parish Meeting. Cllr. Mallinder will liaise with the Parish Clerk to arrange this.
  
- Suffolk County Council – Cllr. Reid's had sent his apologies, he had attended the Highways Meeting in the village earlier in the day, and his report had been circulated.

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*Chair's initials.....*

Agenda Item	Resolution / Agreement / Fact	Action
<p>1. <u>Apologies for Absence</u></p> <p>a) To receive apologies</p> <p>b) To approve apologies</p>	<p>a) Apologies had been received from Cllr. Anna Yates and Cllr. Jonathan Hardwick.</p> <p>b) The apologies from Cllr. Anna Yates and Cllr. Jonathan Hardwick, were proposed as accepted by Cllr. Burbridge, seconded by Cllr. Devine and all agreed.</p>	<p>a) Noted</p> <p>b) Noted</p>
<p>2. <u>To receive any...</u></p> <p>a) Declarations of Pecuniary Interest</p> <p>b) Declarations of Non-Pecuniary Interest</p> <p>c) Applications for Dispensation on Agenda Items</p> <p>d) Declarations of Gifts or Hospitality received over the value of £50.00</p> <p>e) Notifications of Lobbying with reference to any Planning Application to be discussed</p>	<p>a) None</p> <p>b) None</p> <p>c) None</p> <p>d) None</p> <p>e) None</p>	<p>a) None</p> <p>b) None</p> <p>c) None</p> <p>d) None</p> <p>e) None</p>
<p>3. <u>Co-option of a Councillor</u> and the signing of the Declaration of Acceptance of Office</p>	<p>David Kershaw stepped forward to be co-opted as a Councillor. He gave some personal background information including the fact that he has lived in Hollesley for 28 years. He wished to represent the residents of Hollesley with no agenda. It was proposed by Cllr. Dawson that David Kershaw be co-opted, seconded by Cllr. Burbridge and all were in favour. The Declaration of Acceptance of Office was signed.</p>	<ul style="list-style-type: none"> <li>• Clerk to notify Democratic Services and to place remaining vacancy on March Agenda</li> </ul>

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	No one else agreed to take up the remaining vacancy. The Clerk confirmed that this is to be advertised again in March and to retain the item on the agenda	
4. <u>Public Session</u>	<i>See above record</i>	<ul style="list-style-type: none"> <li>• None</li> </ul>
5. To agree <u>Minutes</u> of meeting dated 16th January 2025	The minutes had been circulated to all. The minutes were proposed as correct by Cllr. Bushnell, seconded by Cllr. Burbridge and Councillors who were present at the meeting confirmed that they were correct.	<ul style="list-style-type: none"> <li>• Clerk to post on the Website</li> </ul>
6. <u>Finance Matters:</u> a) To authorise Accounts as of 31st January 2025  b) To authorise the following Invoices for Payments: i. C Cooper (Salary and Expenses) - <b>£696.02</b> ii. SCC Pension Fund (Clerk’s Pension) - <b>£218.29</b> iii. Nick James (Rec Maintenance) - <b>£490.00</b> iv. Kevin Foreman (Rec Maintenance)- <b>£65.00</b> v. GPM Electrics (Defib installation)- <b>£487.49</b> vi. Kevin Foreman (Rec Maintenance)- <b>£170.00</b>  c) To note Payments made since last meeting: i. London Hearts (Defibrillator) - <b>£900.00</b>	a) The accounts had been sent to all and there were no questions. Cllr. Rust agreed to review the Bank Statements.  b) The payments were proposed with the exception of iii. by Cllr. Burbridge, seconded by Cllr. Physick and all Councillors were in agreement that they be paid. Cllr. Bushnell will examine the invoices and authorise the payments.  Invoice iii. Had been received in respect of repair work done to the bench outside the Village Hall. The previous clerk had contacted Nick James who had made the bench originally as he had suggested that he make any necessary repairs. The bench had been removed and repaired without any indication of the cost involved.  It was unclear the basis on which the bench had originally been commissioned, but the initial cost was £650. It was felt that the repair costs were out of proportion and the Clerk was asked to go back to Mr James to see if the cost could be reduced.	a) None  b) The Clerk to draw up payments and Cllr. Bushnell to counter authorise  Clerk to email Nick James  c) Noted

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<p>d) To note Payments received since last meeting:</p> <p style="padding-left: 40px;">i. Alford Storage (Recycling) - <b>£26.00</b></p>		<p>d) Noted</p>
<p>7. <u>Hollesley Village Hall:</u></p> <p>a) To approve the request for caravans on the Recreation Ground on the following dates:</p> <p style="padding-left: 40px;">i. 2 night stay 21st and 22nd March</p> <p style="padding-left: 40px;">ii. 4 night stay 17th April -20th April</p> <p style="padding-left: 40px;">iii. 3 night stay 31st October - 2nd November</p> <p>b) To discuss whether the Parish Council has a preferred method of transferring the title</p>	<p>a) The following comments were made:</p> <ul style="list-style-type: none"> <li>• Whilst the Village Hall receives the revenue, the cost of repairing any damage to the Rec would rest with the Parish Council.</li> <li>• The caravanners bring income to the village using the shop and the pub.</li> <li>• In the past children have been intimidated by the caravanners when using the play equipment.</li> <li>• The caravans are allowed due to a two-year licence being issued by St. Edmundsbury and Ipswich Diocese. When this expires the Parish Council should revisit whether caravans can continue to use the Recreation Ground.</li> </ul> <p>i. Cllr. Devine proposed that this be granted. It was seconded by Cllr. Physick. A vote was taken with six in favour, one against and one abstention.</p> <p>ii. Cllr. Physick proposed that this be granted. It was seconded by Cllr. Kershaw. A vote was taken with six in favour, one against and one abstention.</p> <p>iii. Cllr. Devine proposed that this be granted. It was seconded by Cllr. Physick. A vote was taken with six in favour, one against and one abstention.</p> <p>b) The Solicitors dealing with the transfer of the Village Hall deeds to the CIO had outlined two options. Cllr. Burbridge confirmed that the Charity Commission had recommended using the second method of transfer which should be much simpler. He proposed that the PC choose this option. It was seconded by Cllr. Devine and all were in favour.</p>	<p>a) Clerk to convey the decision to the Village Hall and to check the date that the licence expires</p> <p>b) Clerk to notify the Solicitors of the decision</p>

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c) To receive report from HPC Trustee	c) Cllr. Yates was away on holiday but had previously confirmed that there was nothing to report.	c) Noted
<p>8. To discuss the following <u>Planning Applications</u>:</p> <p>a) DC/24/4334/FUL - Construction of a single story detached double garage, with two doors on the front and a personnel door on the side facing the house, Chesford, The Street, Hollesley</p> <p>b) DC/25/0574/CON - Consultation - Notice of Caravan Temporary Campsite Notification under the Caravan Sites and Control of Development Act 1960 - The Suffolk Punch Trust Woodbridge Walk Hollesley Woodbridge Suffolk IP12 3JR</p>	<p>a) Whilst more documents have been uploaded to the application which had previously been refused, these documents did not appear to show any changes.</p> <p>b) Cllr. Devine proposed that No Objection be made to the application. This was seconded by Cllr. Dawson and all were in favour.</p>	<p>a) Clerk to contact Planning for clarification</p>
<p>9. <u>Recreation Grounds</u>:</p> <p>a) Village Hall Recreation Ground</p> <p>i) To agree if any action is to be taken to get rid of the moles</p>	<p>a)</p> <p>i) There are many more moles on the Recreation Ground this year although at the moment they have not encroached on the football pitch and do not affect the Grass Matting under the play equipment. It was agreed to monitor the situation and revisit in 3 months.</p>	<p>i) Clerk to add to May agenda</p>
<p>10. New Bus Shelter at Oak Hill -To receive update</p>	<p>Cllr. Devine reported that the land owner in question had not yet found the deeds.</p>	<p>Cllr. Devine to obtain a copy of the deeds</p>

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<p>11. <u>Highways:</u></p> <p>a) To discuss outcome of meeting with Cllr. Reid, West and Highways 20<sup>th</sup> February 2025</p> <p>b) To receive update on vehicles blocking the pavement outside Morrisons and Coltec Garage</p> <p>c) To discuss the appeal lodged against the Modification Order for footpath RB5 to FP4</p>	<p>a) A site meeting was held with SCC Highways, Cllrs. Reid, West, Chloe Ballantyne from HMP Hollesley and representatives of the PC on 20<sup>th</sup> February 2025 at 11am which resulted in the following outcomes:</p> <ul style="list-style-type: none"> <li>❖ Measurement of visibility at the Duck Corner and Water Tower failed to meet the criteria for a STOP junction.</li> <li>❖ Highways proposed improvements to the signage at both junctions as this can be done relatively quickly.</li> <li>❖ Highways will obtain the police reports of accidents to evaluate the causes.</li> <li>❖ Cllr. West will investigate the possibility of reducing the speed limit between the two junctions to 30mph. This will be a long-term project.</li> </ul> <p>b) Cllr. Devine has not managed to see Richard at Coltec. He will continue to try and see him.</p> <p>c) This was discussed and the following observations made:</p> <ul style="list-style-type: none"> <li>❖ In the event of a Public Enquiry the Parish Council has three options. To do nothing, to attend and present any new evidence, to employ a solicitor</li> <li>❖ The PC should not fight the appeal as it has been going on so long.</li> <li>❖ There were a large number of people who attended the PC meeting in December who felt very strongly that the appeal should be fought.</li> </ul> <p>Cllr. Devine proposed that the Parish Council make an appeal through the Village Voices, Grapevine and Facebook for any further evidence of use which was not included in the original submission. This was seconded by Cllr. Burbridge and agreed by all.</p>	<p>a) Clerk to circulate the minutes from the meeting</p> <p>b) Cllr. Devine to speak to Richard Coles.</p> <p>c) Clerk to arrange a request in Village Voices, The Grapevine and Facebook</p>

Chair's initials.....

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12. Report from Cllr. Dawson on the Community Partnership Meeting held on 8 <sup>th</sup> January 2025.	Cllr. Dawson’s report had been circulated prior to the meeting. The only question was how can we circulate details of the initiatives supported by the Community Partnership?	Cllr. Dawson will ask at the next CP meeting.
13. To discuss the possibility of a Defibrillator at Oak Hill	The issue is where to site a defibrillator with access to power. The ideal solution would be a solar powered unit which could then be fitted to the new bus shelter.	Clerk to investigate the availability and cost.
14. To discuss the issue of dog poo on the footpath at Marsh Barn	A local resident had reported lots of dog poo along the footpath from Marsh Barn out towards the marshes. There is a dog poo bin at the end of the drive and so it was felt that sending a Grapevine/Facebook message in general as a reminder to clear up after your dog would be appropriate.	The clerk the send out Grapevine/FB message
15. To agree the date for the 2025 Annual Litter Pick	It was agreed that this would be on Saturday April 5 <sup>th</sup> . Cllr. Kershaw offered to take part.  <i>At this point it was agreed to suspend standing order 3x to allow the meeting to continue</i>	Clerk to arrange
16. To agree the contractor to be used to remove the corrugated shed on the Allotments	Consideration was given to two quotes received and it was proposed by Cllr. Devine and seconded by Cllr. Burbridge that Kevin Friend be asked to carry out the work subject to the production of a waste disposal licence. A vote was taken and all agreed.	Clerk to request licence
17. To receive agenda items and agree date of Next Meeting 20th March 2025 – In Hollesley Village Hall	None	Noted

The meeting was closed at 9:40pm

Signed: .....  
Chair

Date: .....

*Clare Cooper*  
Clerk to Hollesley Parish Council

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