

PARISH OF HOLBROOK – NOTICE OF MEETING

I hereby give you notice that the next meeting of Holbrook Parish Council will be held in the Village Hall on Monday 16th January 2017 at 1930hrs. All Parish Councillors are summoned to attend and all parishioners are invited. Any member of the public wishing to speak at Item 3 should give notice to the Clerk at or before the commencement of the meeting.

AGENDA

- HPC1701/01 Apologies:** To receive and consent to accept any apologies for absence.
- HPC1701/02 Declarations of pecuniary and local non-pecuniary interest**
02.01 To receive declarations of pecuniary and local non-pecuniary interest(s) in items on the agenda and their nature including gifts of hospitality exceeding £25.
02.02 To receive requests for dispensations.
- HPC1701/03 Public Forum**
To receive reports for information from District and County Councillors.
To receive questions and matters of concern from members of the public who are present.
- HPC1701/04 To consider and approve the minutes of the Parish Council meeting held on 19th December 2016.**
- HPC1701/05 Business remaining from previous meetings and ongoing projects**
5.01 Reade Field Improvement Project.
5.02 Alton Green Pond update.
- HPC1701/06 Correspondence received requiring a response and new business**
6.01 To elect a vice chairman.
6.02 To receive an update on the casual vacancy process.
6.03 To reallocate the responsibilities previously held by Cllr Meekings.
6.04 To consider registering The Swan PH as an asset of community value.
6.05 To consider a response to the Police and Crime Commissioner's call for fairer funding.
6.06 To approve the review of the Financial and Management Risk Assessment.
6.07 To review and adopt the Financial Regulations.
- HPC1701/07 Finance**
7.01 To receive a financial report from the Responsible Financial Officer.
7.02 To authorise payments: Mrs F Rolfe (Clerk's Salary) £538.88, Mr P Goodchild (Community Caretaker salary) £136.09, Post Office Ltd (HMRC PAYE) £34, Suffolk Wildlife Trust (Membership) £38, Barton Electricals (Pavilion testing) £144 and any others received prior to the meeting.
7.03 To approve the 2017/18 precept.
- HPC1701/08 Planning**
8.01 To receive an update on the status of planning applications, appeals, enforcement referrals and plans previously reviewed.
8.02 To consider planning applications received:
[B/16/01733](#) 2 Woodlands Corner, Woodlands Road, Holbrook IP9 2PU: Notification for prior approval of proposed change of use of agricultural building to a dwelling house (Use Class C3) and for associated operational development.
- HPC1701/09 Councillors' reports:**
09.01 To note Councillors' activities since the last meeting.
09.02 To receive reports from Councillors on issues relating to the Parish.
- HPC1701/10 To consider items for future agenda**
- HPC1701/11 Date of next Parish Council meeting 20th February 2017.**

Signed: *Ferial Rolfe* Parish Clerk

Date: 10th January 2017