

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 17th July 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

- HPC1707/01 Apologies:** To receive and consent to accept any apologies for absence.
- HPC1707/02 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.
- HPC1707/03 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.
- HPC1707/04 To consider and approve the minutes of the Parish Council meeting held on 19th June 2017.**
- HPC1707/05 Business remaining from previous meetings and ongoing projects**
5.01 Reade Field Improvement Project update.
5.02 Alton Green update.
- HPC1707/06 Correspondence received requiring a response and new business**
6.01 To receive a report regarding the War Memorial project from Sam Lanier.
6.02 To approve the following policies: Complaints procedure, Training and Development, Travel and Expenses.
6.03 To agree a response to the consultation on the Local Government Boundary electoral review of Babergh District Council.
6.04 To approve the process for the recruitment of a new Clerk to the Council.
6.05 To discuss arrangements for a public Neighbourhood Plan meeting and consider if interim actions are required.
- HPC1707/07 Finance**
7.01 To receive a financial report from the Responsible Financial Officer.
7.02 To authorise payments: Vertas (Reade Field Cutting) £190.73, Eon (Pavilion Electricity bill) £11.76, SALC (training course) £19.20, Mr O Abbott (Reade Field maintenance) £100, Holbrook Village Hall (Hire for meetings) £195, Mrs F Rolfe (Clerk's Salary) £544.28, Mr P Goodchild (Community Caretaker salary) £163.30, Post Office Ltd (HMRC PAYE) £40.80, and any others received prior to the meeting.
- HPC1707/08 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:
DC/17/02496 Brook House, Harkstead Road, Lower Holbrook IP9 2PJ: Erection of single storey garage extension and insertion of dormer window and roof light.
- HPC1707/09 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.
- HPC1707/10 To consider items for future agenda**
- HPC1707/11 Date of next Parish Council meeting 21st August 2017.**

Signed: *Ferial Rolfe* Parish Clerk

Date: 12th July 2017