

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 October 2017 at 2015 hrs**. 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

- HPC1710/01 Apologies:** To receive and consent to accept any apologies for absence.
- HPC1710/02 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.
- HPC1710/03 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.
- HPC1710/04 To consider and approve the minutes of the Parish Council meeting held on 18th September 2017.**
- HPC1710/05 Business remaining from previous meetings and ongoing projects**
5.01 To receive an update on the process for filling the Clerk's position including provisions for hand-over.
5.02 To agree actions to be taken following the Neighbourhood Plan meeting held 16th October 2017.
- HPC1710/06 Correspondence received requiring a response and new business**
6.01 To review the arrangements for hosting the village website.
6.02 To agree the process for responding to the joint Local Plan consultation.
6.03 To note and consider a response to the changes to local bus service 98 and 98A.
- HPC1710/07 Finance**
7.01 To receive a financial report from the Responsible Financial Officer.
7.02 To authorise payments: Suffolk Association of Local Councils (Training course) £33.60, Suffolk County Council (advertising) £60, Royal British Legion (wreath) £50, Stutton and Holbrook First Responders (donation) £50, Royal British Legion (donation) £200, Suffolk Accident Rescue Service (donation) £25, Holbrook Village Hall (donation) £400, The Dominic Barker Trust (donation) £50, Harkstead and Lower Holbrook Good Neighbour Scheme (donation) £65.50, Holbrook Academy (award) £30, Holbrook PCC (donation) £350, Mrs F Rolfe (Clerk's Salary) £543.08, Mr P Goodchild (Community Caretaker salary) £163.30, Post Office Ltd (HMRC PAYE) £42, and any others received prior to the meeting.
- HPC1710/08 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/17/04918 Land adjacent to Church Green Cottages, Church Hill, Holbrook, Suffolk IP9 2QP: Outline Planning Application (some matters reserved) - Residential development of 4 detached dwellings with approval of means of access.
- HPC1710/09 Councillors' reports:**
09.01 To note Councillors' activities since the last meeting and discuss attendance at upcoming events.
09.02 To receive reports from Councillors on issues relating to the Parish.
- HPC1710/10 To consider items for future agenda**
- HPC1710/11 Date of next Parish Council meeting 20th November 2017.**

Signed: *Ferial Rolfe* Parish Clerk

Date: 10th October 2017