

PARISH OF HOLBOOK – 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 June 2019, at 1930 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

- HPC1906/01 Apologies:** To receive and consent to accept any apologies for absence.
- HPC1906/02 Declarations of pecuniary and local non-pecuniary interest**
- 2.01 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.
- 2.02 To receive requests for dispensations.
- HPC1906/03 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.
- HPC1906/04 To consider and approve the minutes of the Parish Council meeting held on 20th May 2019.**
- HPC1906/05 Business remaining from previous meetings and ongoing projects**
- 5.01 To receive an update on the actions from the previous meeting
- 5.02 To receive an update on the Reade Field Working Group
- 5.03 To receive an update on the Neighbourhood Plan
- HPC1906/06 Correspondence received requiring a response and new business**
- 6.01 To agree and approve a Tree Policy
- 6.02 Parking concerns in the village
- 6.03 Anglian Water Volunteering Opportunity
- 6.04 To discuss the role of the P3 Footpath Group
- 6.05 To review and approve the Document Retention and Dispensations Policies
- HPC1906/07 Finance**
- 7.01 To receive a financial report from the Responsible Financial Officer
- 7.02 To review the Internal Audit Report and Action Plan
- 7.03 To fulfil the External Audit Requirements and approval of the AGAR Statements
- 7.04 To authorise payments: Mrs Goodyear (Clerk's Salary) £555.16, Mr P Goodchild (Community Caretaker Salary) £170.86, HMRC PAYE £42.60, Clerks Expenses £85.72, Holbrook PCC (Grant) £400.00, Wave (Pavilion Water) £38.26 and any others received prior to the meeting.
- HPC1906/08 Planning**
- 8.01 To receive an update on the status of planning applications, appeals, enforcement referrals and plans previously reviewed.
- DC/19/01606** -Householder Planning Application - Erection of single storey side and rear extensions. Rowans, The Street Holbrook Ipswich Suffolk IP9 2PZ. **Granted**
- DC/19/01769** - Application for Listed Building Consent - Refurbishment and minor internal alteration to the library. The Royal Hospital School, Holbrook Ipswich Suffolk IP9 2RX. **Granted**
- DC/19/02201** - Planning Application. Use of existing garden shed as ancillary accommodation. 2 Mill Cottages, Church Hill, Holbrook, Ipswich Suffolk IP9 2QN. **Awaiting Decision**
- 8.02 To consider planning applications received:
- DC/19/02408** - Listed Building Consent Application. Erection of single storey extension. Browns Farm, The Street, Holbrook, Ipswich, Suffolk, IP9 2PX
- DC/19/02670** - Planning Application. Erection of front porch. Gwenhurst, Heathfield Road, Holbrook, Ipswich Suffolk IP9 2QB
- 8.03 **Appeal APP/D3505/W/18/3206195** - Full Planning Application. Erection of dwelling and garage. Foxgloves, Harkstead Road, Lower Holbrook, Holbrook Ipswich Suffolk. **Granted**
- HPC1906/09 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.
- HPC1906/10 To consider items for future agenda**
- HPC1906/11 Date of next Parish Council meeting Monday 15th July 2019 at 7.30pm.**
- Signed: *Linda Goodyear* Parish Clerk Date: 11th June 2019