

## 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 18<sup>th</sup> November 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

- HPC1911/01 Apologies:** To receive and consent to accept any apologies for absence.
- HPC1911/02 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.
- HPC1911/03 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.
- HPC1911/04 To consider and approve the minutes of the Parish Council meeting held on 21<sup>st</sup> October 2019.**
- HPC1911/05 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
- HPC1911/06 Correspondence received requiring a response and new business**
- 6.01 To discuss and agree a response to the Local Government Boundary Commission consultation on division boundaries for Suffolk County Council
- 6.02 To agree and adopt the following policies: Sickness and absence, staff appraisal, discipline, grievance
- HPC1911/07 Finance**
- 7.01 To receive a financial report from the Responsible Financial Officer
- 7.02 To discuss and agree a decision on the Planning Direct Invoice of £594.00
- 7.03 To note the arrangements for the Budget Planning Meeting
- 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 £43.62, Vertas (Grounds Maintenance) £251.42, Tuddenham Press (Parish Papers) £145.00, E-on (Pavilion Electricity) £8.83, M&D Cordle (Alton Green Cutting) £240.00, Harkstead & Lower Holbrook GNS (Donation) £65.50, Suffolk Accident Rescue Service (Donation) £25.00, Dominic Barker Trust (Donation) £25.00, Holbrook Village Hall (Donation) £400.00, Royal British Legion (Donation) £200.00, Stutton and Holbrook Community 1st Responders (Donation) £50.00 and any received prior to the meeting.
- HPC1911/08 Planning**
- 8.01 To receive an update on the status of planning applications, appeals, enforcement referrals and plans previously reviewed.
- DC/19/03823** - Full Planning Application. Erection of 1 No dwelling (following demolition of existing outbuildings). Orchard Cottage, The Street, Holbrook, Ipswich, IP9 2PX. **Granted**
- DC/19/04580** - Householder Planning Application, Erection of a veranda. 21 Denmark Gardens, Holbrook, Ipswich, Suffolk IP9 2BG. **Granted**
- DC/19/04709** - Householder Application, Erection of single storey side, single and part two storey rear and front porch extension. Norwood Green, The Street, Holbrook, IP9 2PZ. **Granted**
- 8.02 To consider planning applications received:
- DC/19/05135** – Application for Listed Building Consent, Installation of new ensuite bathroom at first floor, Browns Farm, The Street, Holbrook, Ipswich Suffolk IP9 2PX
- DC/19/05065** - Notification of Works to Trees Protected by a Tree Preservation Order - Fell 5no. Yew and 1no. Bay Tree. Pettwood Ipswich Road Holbrook Ipswich Suffolk IP9 2QT
- HPC1911/09 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.
- HPC1911/10 To consider items for future agenda**
- HPC1911/11 Date of next Parish Council meeting Tuesday 17<sup>th</sup> December 2019 at 7.30pm.**

Signed:

*Linda Goodyear*

Parish Clerk

Date: 12<sup>th</sup> November 2019