

## PARISH OF HOLBOOK – NOTICE OF MEETING

I hereby give you notice that the next meeting of Holbrook Parish Council will be held virtually by Zoom on 15th March 2021 at 19.30 hrs. 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

**HPC2103/01** **Apologies:** To receive any apologies for absence and, if agreed, to consent to the apologies

**HPC2103/02** **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.

**HPC2103/03** **Public Forum**  
3.01 To receive reports for information from District and County Councillors.  
3.02 To receive questions and matters of concern from members of the public who are present.  
3.03 Prospective County Councillor Candidates

**HPC2103/04** **To consider and approve the minutes of the Parish Council meeting held on 15<sup>th</sup> February 2021.**

**HPC2103/05** **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 Project  
5.03 To receive an update on the road safety issues discussed  
5.04 To receive an update on the CSHG request for disposal of waste  
5.05 To set up a working party to discuss a Parish Plan

**HPC2103/06** **Correspondence received requiring a response and new business**  
6.01 To review the ICO Publication Scheme  
6.02 To review the Freedom of Information policy and procedures for handling FOI requests.  
6.03 To review the Media Policy  
6.04 To make arrangements for the Annual Parish Meeting

**PC2102/07** **Finance**  
7.01 To receive a financial report from the Responsible Financial Officer  
7.02 To consider renewing the Vertas contract for Grounds Maintenance – 5% increase from 20/21  
7.03 To decide between silver or gold maintenance cover for the SWARCO Speed Camera  
7.04 To authorise payments: Mrs Jo Hazlewood (Clerk's Salary) £470 (tbc), Mr P Goodchild (Community Caretaker Salary) £181.52, HMRC PAYE £, Mrs Jo Hazlewood (Clerk's Stationery and Expenses) £40.39, E-on (Pavilion Electricity), SALC (payroll services) £82.80, SWARCO (Speed camera maintenance) either £344.98 (gold) or £147.60 (silver) Lottery 1<sup>st</sup> 2<sup>nd</sup> and 3<sup>rd</sup> prize £tbc and any others received prior to the meeting,

**HPC2103/08** **Planning**  
**8.01 To receive an update on the status of planning applications**, appeals, enforcement referrals and plans previously reviewed.  
**DC/20/03247** - Full Planning Application - Erection of phased development of 22no. dwellings, creation of cycle path links to Holbrook and Chelmondiston, improvements to Berners Hall car park, provision of public open space and landscape. *See new planning application below*  
**DC/20/05626:** Proposal: Application for Listed Building Consent - Works to facilitate installation of ground source heat pumping system: The Royal Hospital School, Royal Hospital School, Holbrook, Ipswich Suffolk IP9 2RX: **Granted**  
**DC/21/00096** Householder Planning Application - Erection of single storey side and rear extensions (following demolition of existing conservatory): 10 Gifford Close, Holbrook, Ipswich, Suffolk IP9 2TR **Granted**  
**DC/21/00118:** Householder Planning Application - Erection of rear and side extensions and front porch (following demolition of existing conservatory) and creation of parking area.  
11 Ha'penny Field, Holbrook, Ipswich, Suffolk IP9 2TS **Granted**  
**8.02 To consider new planning applications received**  
**DC/21/00679:** Householder application - Erection of part rear infill to existing extension and

heightening of ceiling and replacement of roof. Application of shiplap boarding.

**Location:** Birchcroft, Alton Green, Holbrook, Ipswich Suffolk IP9 2RN

**DC/20/03247::** Full Planning Application - Erection of phased development of 22no. dwellings, creation of cycle path links to Holbrook and Chelmondiston, improvements to Berners Hall car park, provision of public open space and landscape enhancements.

**Location:** Sites And Cycle Paths Woolverstone To Holbrook, Woolverstone To Chelmondiston, Main Road, Woolverstone, Suffolk **Reason(s) for re-consultation:** Amended plans dated 08.02.2021

**DC/20/05445:** Application for works to trees subject to Tree Preservation Order BT388/T3 - T1 Lime - Re-pollard back to previous points (Coming into contact with outbuildings)

**Location:** Mulberry House, The Street, Holbrook, Ipswich Suffolk IP9 2PZ

**DC/21/00994:** Householder Planning Application - Erection of a single storey part rear/part side extension, conversion of garage to additional living accommodation.

**Location:** 25 Clifton Wood, Holbrook, Ipswich, Suffolk IP9 2PY

**DC/21/01009:** Householder Planning Application - Erection of a single storey extension and garage/home office. **Location:** Gants Cottage, Ipswich Road, Holbrook, Ipswich Suffolk IP9 2QT

**DC/21/01224:** Householder Application - Erection of single storey rear extension.

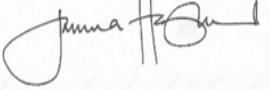
**Location:** 17 Clifton Wood, Holbrook, Ipswich, Suffolk IP9 2PY

**Planning Appeal No:** APP/D3505/W/20/3258585, Full Planning application – change of use of an administrative farm building to a rural worker's dwelling, Red House Farm, Brick Kiln Road, Holbrook. Appeal start date 24/02/21 (PC originally recommended approval)

**HPC2103/09** **Councillors' reports:** To receive reports from Councillors on activities and issues relating to the Parish since the last meeting.

**HPC2103/10** **To consider items for future agendas**

**HPC2103/11** **Date of next Parish Council meeting 19<sup>th</sup> April 2021 at 7.30pm.**

Signed:  Parish Clerk

Date: 8<sup>th</sup> March 2021

**Join Zoom Meeting – Monday 15<sup>th</sup> March at 7.30 p.m.**

<https://us02web.zoom.us/j/2727459202>

**Meeting ID: 272 745 9202**