

## 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 18<sup>th</sup> January 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

**HPC2101/01** **Apologies:** To receive any apologies for absence and, if agreed, to consent to the apologies

**HPC2101/02** **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.

**HPC2101/03** **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.

**HPC2101/04** **To consider and approve the minutes of the Parish Council meeting held on 14<sup>th</sup> December 2020.**

**HPC2101/05** **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 Neighbourhood Plan  
5.04 To receive an update on the sale of the parcel of land  
5.05 To receive an update on the issue with the Oak Tree at Alton Green  
5.06 To consider the report of the communications working party  
5.07 To receive & consider prices of noticeboards for Admirals Quarter

**HPC2101/06** **Correspondence received requiring a response and new business**  
6.01 To review and, if appropriate, approve the Financial Regulations 2021 v.5  
6.02 To review and, if appropriate, approve the Financial Risk Assessment 2021  
6.03 To review the Register of Interests  
6.04 To appoint an internal auditor for the financial year 20/21  
6.05 Invitation to suggest new road names for the Church Hill Development  
6.06 AONB Awards  
6.07 Email from parishioner re planning application and decision made by the Council

**HPC2101/07** **Finance**  
7.01 To receive a financial report from the Responsible Financial Officer  
7.02 To note that bank statements and reconciliations have been verified by a councillor who is not a bank signatory and will continue to be verified every two months.  
7.03 To consider and, if agreed, adopt the budget plan for 21/22.  
7.04 To agree the Precept for 21/22 and, once agreed, to sign and submit the Precept Upon Charging Authority Form  
7.05 To authorise payments: Mrs Jo Hazlewood (Clerk's Salary) £470, Mr P Goodchild (Community Caretaker Salary) £181.52, HMRC PAYE £163, Mrs Jo Hazlewood (Clerk's Expenses) £57.31, E-on (Pavilion Electricity) £14.78, O. Abbott (work on the Reade Field Play Area), £1570.00, 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> Reade Field Lottery Winners £tbc, and any others received prior to the meeting.

**HPC2101/08** **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. **Awaiting Decision**  
**DC/20/04519:** Application for Listed Building Consent: replace 4 no. windows to front elevation; Orchard Cottage, The Street, Holbrook, Ipswich IP9 2PX: **Awaiting Decision**  
**DC/20/04698:** change of use of agricultural land to residential amenity use and erection of garage block. Vine House, The Street, Holbrook, IP9 2PX **Granted**

**DC/20/05035:** Householder Planning Application – Conversion of and alterations to outbuilding for use of disabled relative ancillary to host dwelling. Homeland, Heathfield Road, Holbrook, Ipswich IP9 2QB **Granted**

**DC/20/05248:** Householder Application – Erection of garden studio. 1 Hither House, Ipswich Road, Holbrook, Ipswich IP9 2QT **Granted**

**DC/20/05228:** Proposal: Full Planning application - Change of use of cartlodge to holiday let (retention of) Location: Mountwood, Ipswich Road, Holbrook, Ipswich Suffolk IP9 2QT **Awaiting Decision**

**DC/20/05392:** Householder Planning Application - Erection of a single storey side extension, balconies and first floor cladding: Greenshaw House, Harkstead Road, Holbrook, Ipswich Suffolk IP9 2RQ **Granted**

**8.02 To consider new planning applications received**

**DC/20/05530:** Proposal: Householder Planning Application - Erection of a Tennis Court. Location: Park House, Ipswich Road, Holbrook, Ipswich Suffolk IP9 2QU

**DC/20/05580:** Proposal: Notification of Works to Trees Protected by a Preservation Order - T1 (Large Oak) Reduce crown by 3m and clean deadwood: Oak View, 4 Broomhill, The Street, Holbrook Ipswich Suffolk

**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

**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

**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. Location: 11 Ha'penny Field, Holbrook, Ipswich, Suffolk IP9 2TS

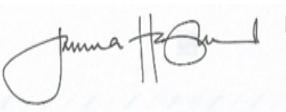
**HPC2101/09 Councillors' reports:**

9.01 To note Councillors' activities since the last meeting.

9.02 To receive reports from Councillors on issues relating to the Parish.

**HPC2101/10 To consider items for future agenda**

**HPC2101/11 Date of next Parish Council meeting 15<sup>th</sup> February 2021 at 7.30pm.**

Signed:  Parish Clerk

Date: 11<sup>th</sup> January 2021

Time: Jan 18, 2021 07:30 p.m.

Join Zoom Meeting

<https://us02web.zoom.us/j/82351707762>

Meeting ID: 823 5170 7762