

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 21st June 2021, 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

- HPC2106/01 Apologies:** To receive and consent to accept any apologies for absence.
- HPC2106/02 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.
- HPC2106/03 Public Forum**
- 03.01** To receive reports for information from District and County Councillors.
- 03.02** To receive questions and matters of concern from members of the public who are present.
- HPC2106/04 To consider and approve the minutes** of the Annual Parish Council meeting held on 17th May 2021
- HPC2106/05 Business remaining from previous meetings and ongoing projects**
- 5.01** To receive an update on the actions from the meeting held on 17th May 2021
- 5.02** To receive an update on the Parish Plan
- 5.03** To receive an update on the Neighbourhood Plan
- 5.04** To receive an update on the Fun Day plans
- 5.05** To receive an update on the progress of the Community Speed Watch Team
- HPC2106/06 Correspondence received requiring a response and new business**
- 6.01** To review and adopt the Policy for Dispensations
- 6.02** To adopt, if agreed, the GDPR & Information Management Policy
- 6.03** To review and adopt the policy for Retention of Documents.
- 6.04** To adopt, if agreed, the Hire Agreement for the football pitch on the Reade Field
- 6.05** To review and adopt the Pre-planning application protocol
- 6.06** To note concern expressed by a local resident about the play area safety surface
- 6.07** Correspondence re the withdrawal of Bolton Bros paper recycling bins
- 6.08** To note the contents of a letter received re future use of The Compasses
- 6.09** Letter from SCC requesting support for fingerpost plaques
- HPC2106/07 Finance**
- 7.01** To note that the AGAR documents agreed at the meeting of 17th May had been submitted to the external auditor
- 7.02** To receive a financial report from the Responsible Financial Officer.
- 7.03** To note that the Council has received a CIL payment of £10,171.26 spending of which is subject to certain condition (see accompanying report).
- 7.04** To authorise payments: Mrs J Hazlewood (Clerk's Salary) £471.00, Mr P Goodchild (Community Caretaker Salary), £200.77, HMRC PAYE 166.80, Clerks Expenses £82.32, E.ON (Pavilion Electricity) 6.96, Tuddenham Press (Posters & Questionnaires) £106.80, Suffolk Wildlife Trust £38.00, SLCC Membership £106.80, SALC (Training Costs, Clerk) £60.00, J. Ambrose, (5-aside goalposts) £756.48, Tuddenham Press (Parish Papers) £179.00, J. Adcock (P3 expenses) £34.01, Babergh DC (Lottery Licence) £20.00, All Saints PCC (Grant agreed) £400; Lottery 1st, 2nd and 3rd prizes, and any others received prior to the meeting.
- HPC2106/08 Planning**
- 08.01 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 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 Awaiting Decision*

08.02 To consider new planning applications received

DC/21/02829: Proposal: Application for works to a tree protected by Tree Preservation Order BT112/G1 - Removal of any rubbing and crossing branches and any deadwood over 10mm in diameter; Crown lift to approx 4m and tip prune by up to 1-1.5m to balance to 1 No Oak Tree: Location: 13 Denmark Gardens, Holbrook, Suffolk, IP9 2BG

DC/21/03058: Proposal: Householder Application - Erection of balconette railing to flat roof, replacing window to provide door to create access. Location: Giles House, The Street, Holbrook, Suffolk IP9 2PZ

DC/21/03172: Proposal: Full Planning Application - Erection of 1No detached one and a half storey dwelling (in lieu of approved single storey dwelling on Plot 4)
Location: Land South Of Church Green Cottages, Church Hill, Holbrook, Suffolk

DC/21/03204: Proposal: Application for works to trees subject to a Tree Preservation Order (BT49/T6) – Crown thin 1no Oak Tree and reduce by 3m. Location: Oak House, 11A Firebronds Road, Holbrook, Suffolk IP9 2TP

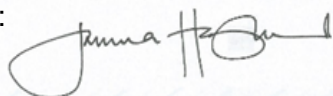
DC/21/01802: Proposal (re-application) Hybrid application comprising: Outline planning application for the erection of 4no self-build detached dwellings (all matters reserved except access); full planning application for the erection of 4no two-bedroom dwellings; with associated landscaping, vehicular access off Hyams Lane and pedestrian access to Church Hill .**Location:** Land South Of Honeysuckle Cottage, Little Orchard, Holbrook, Suffolk

HPC2106/09 Councillors' reports: to note Councillors' reports and activities since the last meeting.

HPC2106/10 To consider items for future agenda

HPC2106/11 Date of next Parish Council meeting Monday 19th July at 7.30pm at the Village Hall.

Signed:



Parish Clerk

Date: 14th June 2021

Please note: Government guidelines will be observed with regard to meeting indoors and social distancing will be required at all times.

The Parish Council has carried out a Risk Assessment of the Village Hall and has, as a result, agreed that limited members of the public could be safely accommodated. All members of the public should wear masks and ensure that they do not attend the Parish Council Meeting if they are feeling unwell, or have any symptoms of Coronavirus. All Councillors have been encouraged to take a lateral flow test prior to attending the meeting, and members of the public are encouraged to do the same to maintain maximum levels of protection. Lateral flow tests are freely available on the following link:

<https://www.gov.uk/order-coronavirus-rapid-lateral-flow-tests>

If a member of the public is unable to attend due to self-isolating, or quarantining, he/she could submit a question/comment in writing, or by email, to the Clerk prior to the meeting, which will be discussed during Agenda Item 3.02 and minuted. A copy of the draft minutes will be posted on the website within 7 days of the meeting.

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4 Shepherds Lane, The Street, Holbrook, IP9 2QA