

## 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 17<sup>th</sup> January 2022, 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

- HPC1701/01 Apologies:** To receive and consent to any apologies for absence.
- HPC1701/02 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.
- HPC1701/03 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.
- HPC1701/04 To consider and approve the minutes** of the Parish Council Meeting held on 20<sup>th</sup> December 2021
- HPC1701/05 Business remaining from previous meetings and ongoing projects**
- 5.01** To receive an update on the actions from the meeting held on 20<sup>th</sup> December 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 CSHG
- 5.05** To receive an update on registering The Compasses as a Community Asset
- HPC1701/06 Correspondence received requiring a response and new business**
- 6.01** To review and, if agreed, adopt the Financial & Management Risk Assessment v.6
- 6.02** To review and, if agreed, adopt the Financial Regulations
- 6.03** To consider the implications of 7.2, 7.4 and 7.5 of the Financial Regulations (see additional report)
- HPC1701/07 Finance**
- 7.01** To receive a financial report from the Responsible Financial Officer.
- 7.02** To note that the bank reconciliation as at 30<sup>th</sup> November was verified against bank statements by a councillor who is not a bank signatory, in accordance with the finance regs.
- 7.03** To consider applying for a debit card, in accordance with Finance Regulations 6.18 (see additional report)
- 7.04** To authorise payments: Mrs J Hazlewood (Clerk's Salary) £588.70 Mr P Goodchild (Community Caretaker Salary), £200.77, HMRC PAYE £196, Mrs J Hazlewood (Clerk's Expenses) £35.99 Mrs J. Hazlewood:(McAfee virus protection) £107.99, E.ON Next (Pavilion Electricity), £tbc, Vertas (Reade Field Grass Cutting) £216.58, Holbrook Village Hall (contribution to village projector) £500 ,C. Sawyer,(Parish Papers expenses) £17.91 Lottery ` 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> prizes for January 2022
- HPC1701/08 Planning**
- 08.01 To receive an update on the status of planning applications**, appeals, enforcement referrals and plans previously reviewed.
- 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.  
**Awaiting decision.**
- DC/21/05576 Proposal:** Application for Outline Planning Permission (some matters reserved, access to be considered) Town and Country Planning Act 1990 - Erection of 2 No dwellings with new vehicular access. **Location:** Topples, Ipswich Road, Holbrook, Suffolk IP9 2QT. Following a discussion, raising concerns about access, visibility and lack of affordable housing contravening the ethics of the Neighbourhood Plan and lack of detailed information. **Awaiting Decision**

**DC/21/06061 Proposal:** Full Planning Application - Erection of a 1 No detached dwelling and new vehicular access. **Location:** Land South of Harkstead Road, Lower Holbrook, IP9 2RJ. Following a discussion, approval was proposed by Cllr Martin and seconded by Cllr Allinson **Awaiting Decision**

**DC/21/06279 Proposal:** Full Planning Application - Erection of extension to office. **Location:** The Office at, Willow End, Harkstead Road, Lower Holbrook, Holbrook, Suffolk. **Awaiting Decision**

**DC/21/06281 Proposal:** Householder Application - Erection of a single storey rear extension **Location:** Springfield House, Harkstead Road, Holbrook, Suffolk IP9 2RA. . **Awaiting Decision**

**DC/21/04814 Proposal:** Application for a Non Material Amendment following grant of planning permission - Reduce the length and height of the gym. Replace one kitchen window with folding doors. **Location:** The Conifers, The Street, Holbrook, Suffolk IP9 2PZ **Granted**

#### **8.02 To consider new applications received:**

**DC/21/06945 Proposal:** householder Planning Application: add 2no air source heat pumps to rear of property **Location:** Barn Cottage, Harkstead Road, Holbrook, Suffolk IP9 2RQ

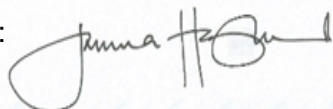
**DC/21/06745 Proposal:** Householder Planning Application - Erection of first floor side extension over existing garage and single storey rear extension (following removal of existing conservatory). **Location:** 23 Clifton Wood, Holbrook, Suffolk, IP9 2PY

**HPC1701/09 Councillors' reports:** to note Councillors' reports and activities since the last meeting.

**HPC1701/10 To consider items for future agenda**

**HPC1701/11 Date of next Parish Council meeting Monday 21<sup>st</sup> February 2022 at 19.30 hrs at the Village Hall.**

Signed:



Parish Clerk

Date: 10<sup>th</sup> January 2022

**Please note: Government guidelines in force on 17<sup>th</sup> January 2022 will be observed with regard to meeting indoors, wearing masks and social distancing. Please take a lateral flow test prior to attending the meeting, but please do not attend if you feel unwell or if you have any symptoms of Coronavirus.**

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