

## 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 20<sup>th</sup> December 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 4 should give notice to the Clerk at or before the commencement of the meeting.

### AGENDA

- HPC2012/01 Apologies:** To receive and consent to any apologies for absence
- HPC2012/02 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.
- HPC2012/03. Election of Vice-Chairman:** to elect a Vice Chairman of the Council
- HPC2012/04 Public Forum**
- 04.01** To receive reports for information from District and County Councillors.
- 04.02** To receive questions and matters of concern from members of the public who are present.
- HPC2012/05 To consider and approve the minutes** of the Parish Council Meeting held on 15<sup>th</sup> November 2021
- HPC2012/06 Business remaining from previous meetings and ongoing projects**
- 6.01** To receive an update on the actions from the meeting held on 15<sup>th</sup> November 2021
- 6.02** To receive an update on the Parish Plan
- 6.03** To receive an update on the Neighbourhood Plan
- 6.04** To receive an update on the CSHG
- 6.05** To receive an update on registering The Compasses as a Community Asset
- 6.06** To receive an update on the Community Speedwatch Team
- HPC2012/07 Correspondence received requiring a response and new business**
- 7.01** To receive and, if agreed, adopt the Safeguarding Policy
- 7.02** To receive and, if agreed, adopt the Volunteer Policy
- 7.03** To note and discuss the email from a resident in Lower Holbrook re road safety
- HPC2012/08 Finance**
- 8.01** To receive a financial report from the Responsible Financial Officer.
- 8.02** To review the salary of the Clerk and the Caretaker
- 8.03** To receive, discuss and approve the Budget Plan for 2022/2023
- 8.04** To agree the precept for 2022/2023
- 8.05** To review contractors and standing orders
- 8.06** To appoint internal auditors for the 2021/22 audit
- 8.07** To consider quotes for replacement bins
- 8.08** To authorise payments: Mrs J Hazlewood (Clerk's Salary) £471.00 Mr P Goodchild (Community Caretaker Salary), £200.77, HMRC PAYE £166.80, Mrs J Hazlewood (Clerk's Expenses) £90.41 Mr P Goodchild (Community Caretaker expenses) £40.00 Tuddenham Press (Parish Papers) £179, E.ON Next (Pavilion Electricity),£21.14, M & D Cordle (Grass cutting Alton Green) £270, O. Abbott, (Grass Cutting, Church Green and Reade Field) £280 Holbrook Village Hall (Hire of hall) £104, S. Ingleton (Seeds for Reade Field) ££54.99, M. Cornock (Repairs to Pavilion), £294.84, J. Ambrose (bulbs) £27,98, Lottery 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> prizes and any other received prior to the meeting.
- HPC2012/09 Planning**
- 09.01 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

2No dwellings with new vehicular access. **Location:** Topples, Ipswich Road, Holbrook, Suffolk IP9 2QT **Awaiting Decision**

**DC/21/05511 Proposal:** 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 IP9 2QP **Granted**

**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, **Awaiting Decision**

**DC/21/06181 Proposal:** Discharge of Conditions Application for DC/20/01292- Condition 3 (Heat Curtains) and Condition 4 (Steel Entrance Door) **Location:** The Royal Hospital School, Royal Hospital School, Holbrook, Suffolk IP9 2RX **Conditions Approved**

#### **09.02 To consider new planning applications received**

**DC/21/06279 Proposal:** Full Planning Application - Erection of extension to office.

**Location:** The Office at, Willow End, Harkstead Road, Lower Holbrook, Holbrook, Suffolk

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

**HPC2012/10 Councillors' reports:** to note Councillors' reports and activities since the last meeting.

**HPC2012/11 To consider items for future agenda**

**HPC2012/12 Date of next Parish Council meeting Monday 17<sup>th</sup> January 2021 at 19.30 hrs at the Village Hall.**

Signed:  Parish Clerk

Date: 13<sup>th</sup> December 2021

**Please note: Government guidelines in force on 20<sup>th</sup> December 2021 will be observed with regard to meeting indoors and social distancing. Masks must be worn. Attendees are encouraged to take a lateral flow test before coming to the meeting.**

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