

## 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 21<sup>st</sup> February 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

- HPC2102/01 Apologies:** To receive and consent to any apologies for absence.
- HPC2102/02 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.
- HPC2102/03 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.
- HPC2102/04 To consider and approve the minutes** of the Parish Council Meeting held on 17<sup>th</sup> January 2022
- HPC2102/05 Business remaining from previous meetings and ongoing projects**
- 5.01** To receive an update on the actions from the meeting held on 17<sup>th</sup> January 2022
- 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
- HPC2102/06 Correspondence received requiring a response and new business**
- 6.01** To consider the concerns expressed by residents of Lower Holbrook re road safety.
- 6.02** To agree to contribute to additional road signage at Lower Holbrook, if additional signage is agreed
- 6.03** To consider and approve the following reviewed policies:
- (a)** Policy for Communicating with the Media
- (b)** Policy for Reporting at Meetings
- (c)** Protocol for Public Participation at Meetings
- 6.04** To note the contents of the letter from Babergh DC re a Spring Litter Pick
- 6.05** To note that the Clerk has passed the CILCA qualification
- 6.06** To consider and approve the Clerk's appointment as Freston Parish Clerk
- HPC2102/07 Finance**
- 7.01** To receive a financial report from the Responsible Financial Officer.
- 7.02** To note the advice from SALC re a Council debit card and to approve the application.
- 7.03** To consider and agree the maintenance contract for the SID and to approve payment
- 7.04** To note and agree the contract for Grounds Maintenance for 222/23
- 7.05** To approve the signatories for the NS & I account
- 7.06** to review the bank mandate for Lloyds Bank
- 7.07** To authorise payments: Mrs J Hazlewood (Clerk's Salary) £588.50; Mr P Goodchild (Community Caretaker Salary) £200.77; HMRC PAYE £196.20; Mrs J Hazlewood (Clerk's Expenses) £35.99; E.ON Next (Pavilion Electricity) £12.33; Compass Point (Neighbourhood Plan Consultancy) £540; Suffolk Cloud (website hosting) £120.00; Tuddenham Press (Parish Papers) £169.00; Wave (Pavilion Water) £34.94; Lottery ` 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> prizes for February 2022.
- HPC2102/08 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. **Awaiting Decision**

**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 **Awaiting Decision**

**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 **Awaiting Decision**

**8.02 To consider new applications received:**

**DC/21/06584 Proposal:** Householder Application - Insertion of window to ground floor. **Location:** 14 Mill Rise, Holbrook, Suffolk, IP9 2QH

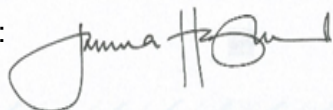
**DC/22/00289 Proposal:** Application for approval of Reserved Matters pursuant to Outline Planning Permission. DC/18/05228 dated: 23/01/19 - Appearance, Landscaping, Layout and Scale for Erection of 7 No. dwellings (comprising 2 No. 2 bed houses, 3 No. 3 bed houses and 2 No. 3 bed chalet bungalows) served via new access from Ipswich Road. **Location:** Land East of Ipswich Road, Holbrook, IP9 2QT

**HPC2102/09 Councillors' reports:** to note Councillors' reports and activities since the last meeting.

**HPC2102/10 To consider items for future agenda**

**HPC2102/11 Date of next Parish Council meeting Monday 21<sup>st</sup> March 2022 at 19.30 hrs at the Village Hall.**

Signed:



Parish Clerk

Date: 14<sup>th</sup> February 2022

***Please note: Government guidelines in force on 21<sup>st</sup> February 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**