

## PARISH OF HOLBROOK – NOTICE OF MEETING

I hereby give you notice that the next meeting of Holbrook Parish Council will be held at Holbrook Village Hall on Monday 17<sup>th</sup> October 2022, at 19.30 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

- HPC1710/01 Apologies:** To receive and consent to any apologies for absence.
- HPC1710/02 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.
- HPC1710/03 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.
- HPC1710/04 To consider and approve the minutes** of the Parish Council Meeting held on 26<sup>th</sup> September 2022
- HPC1710/05 Business remaining from previous meetings and ongoing projects**
- 5.01** To receive an update on the actions from the meeting held on 26<sup>th</sup> September 2022
- 5.02** To receive an update on the Parish Plan
- 5.03** To receive and adopt the Neighbourhood Plan
- 5.04** To receive an update on the Community Self Help Group
- 5.05** To receive an update on the Eco lighting project
- 5.06** To receive an update on the Hedgehog Highway proposal
- 5.07** To receive an update on the road safety issues on Church Hill
- 5.08** To receive an update on the community speed watch activity
- HPC1710/06 Correspondence received requiring a response and new business**
- 6.01** To review and, if agreed, adopt the Health and Safety Policy
- 6.02** To review and, if agreed, adopt the Equality & Diversity Policy
- 6.03** To review and, if agreed, adopt the Lone Working Policy
- 6.04** To consider the request from Admiral's Quarter for a defibrillator
- 6.05** To note the contents of the Clerk's report.
- HPC1710/07 Finance**
- 7.01** To receive a financial report from the Responsible Financial Officer.
- 7.02** To organise a working party meeting in November to draft a budget for 2023/24
- 7.03** To note that the bank statements up until and including 30<sup>th</sup> September had been independently verified with the bank reconciliation by Cllr Allinson.
- 7.04** To authorise payments: Mrs J Hazlewood (Clerk's Salary) £622.45, HMRC PAYE & Employer's NI £158.62, Mrs J Hazlewood (Clerk's Expenses) £40.57 E.ON Next (Pavilion Electricity) £18.16; S.137 Grants: Holbrook Village Hall £200; Holbrook PCC £500, Holbrook Helpers £400, RBS Poppy Appeal £50, Repair Café £200, Holbrook Academy £30, Stutton & Holbrook First Responders £100; SALC (Payroll services) £82.80, Playquip (Playground safety inspection) £192, Vertas (Reade Field grass cutting) £230.87; Postage Stamps (paid by debit card) £13.04, Lottery 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> prizes for September and October, total £tbc Mark Thompson (fitness classes) £tbc and any, other payments received prior to the meeting.
- HPC1710/08 Planning,**
- 8.01 To receive an update on the status of planning applications,** appeals, enforcement referrals and plans previously reviewed.
- DC/22/03089: Proposal: Application for Outline Planning Permission** (Access points to be considered, Appearance, Landscaping, Layout and Scale to be Reserved) Town and Country Planning Act 2690 - Severance of garden and erection of 1No. single storey dwelling. **Location:** Orchard Lea, Ipswich Road, Holbrook, Ipswich Suffolk IP9 2QT  
**Granted**
- DC/21/06061 Appeal Reference: APP/D3505/W/22/3293517** - Appeal by W. Wrinch  
**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/22/03300 Proposal:** Application under S73 for Removal or Variation of a Condition following grant of Planning Permission B/14/00412 dated 03.10.2014. Town and Country Planning Act 2690.- To vary - Condition 3 (Operation of Site) - To allow camping to take place all year round. **Location:** Land West of Alton Water Visitors Centre, Holbrook Road, Stutton, Suffolk **Awaiting Decision**

**DC/22/04375 Proposal:** Full Planning Application - Erection of two storey side extension with rear balcony and staircase (following re-positioning of outbuilding). **Location:** Swan Inn, The Street, Holbrook, Ipswich Suffolk IP9 2PZ **Awaiting Decision**

**8.02 To consider new applications received**

**DC/21/01802 Proposal: 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.

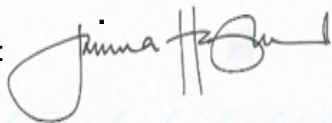
**Location:** Land South of Honeysuckle Cottage, Little Orchard, Holbrook, Suffolk. **Note: this is a request for re-consultation. Reason(s) for re-consultation: Revised access plan received 28th September 2022**

**HPC1710/09 Councillors' reports:** to note Councillors' reports and activities since the last meeting.

**HPC1710/10 To consider items for future agendas**

**HPC1710/11 Date of next Parish Council meeting will be held on Monday 21<sup>st</sup> November 2022 at 19.30 hrs at the Village Hall.**

Signed:



Parish Clerk

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

**4 Shepherds Lane, The Street, Holbrook, IP9 2QA email: [holbrookparishclerk@outlook.com](mailto:holbrookparishclerk@outlook.com)**