

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 20th February 2023, 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

HPC2002/01 Apologies: To receive and consent to any apologies for absence.

HPC2002/02 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.

HPC2002/03 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.

HPC2002/04 To consider and approve the minutes of the Parish Council Meeting held on 16th January 2023

HPC2002/05 Business remaining from previous meetings and ongoing projects:

5.01 To receive an update on the actions from the meeting held on 16th January 2023

5.02 To receive a report from the Climate Change Working Group Meeting held on 6th February.

5.03 To receive an update on the thermal imaging camera project.

5.04 To receive an update on the Hedgehog Highway project.

5.05 To receive an update on the installation of a water fountain.

5.06 To receive an update following the Asset Register working party meeting.

5.07 To receive an update on the flooding at Lower Holbrook.

HPC2002/06 Correspondence received requiring a response and new business:

6.01 To review and, if agreed, adopt the following reviewed policies:

- Public participation in mtgs.
- Reporting at meetings
- Policy for communicating with the Media.

6.02 To note that Parish Council Elections take place on 4th May and to note the procedures councillors must follow if they wish to stand for re-election (report attached).

6.03 To note the that the Annual Parish Meeting is scheduled for 25th April 2023

6.04 To note the contents of the email from Wrabness Parish Council

6.05 To consider a request for a bug hotel on the Reade Field

6.06 To note the contents of the Clerk's report.

HPC2002/07 Finance

7.01 To receive a financial report from the Responsible Finance Officer.

7.02 To note that the form requesting payment of the agreed precept has been submitted to Babergh District Council and has been acknowledged as received.

7.03 To note that the bank reconciliation up to 31st January has been verified by a councillor who is not a bank signatory.

7.04 To authorise payments: Mrs J Hazlewood (Clerk's Salary) £674.45 Mrs J Hazlewood (Expenses & Stationery) £26.00, Mr. W. Abbott (Community Caretaker Salary) £267.58, HMRC (PAYE) £180.34 E-On Next (Pavilion electricity) £18.57 Wave (Pavilion Water) £82.23, R Allinson (Travel Expenses) £20.25, Tuddenham Press (Parish Papers) £269 Suffolk Cloud (Web hosting) £150, Mark Thompson (Fitness Classes) £200, Lottery winners February £tbc

HPC2002/08 Planning

8.01 To receive an update on the status of planning applications, appeals, enforcement referrals and plans previously reviewed.

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/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
Reason(s) for re-consultation: Revised ground floor plan, site plan and noise impact assessment received **Awaiting Decision**

DC/22/05076: Proposal: Full Application - Change of Use of public house (Sui Generis) to form 3No residential dwellings (Use Class C3) including external staircase, and erection of 2No chalet bungalows (Use Class C3), including vehicular parking and hard and soft landscaping. **Location:** Compasses Inn, Ipswich Road, Holbrook, Ipswich Suffolk IP9 2QR **Awaiting Decision**

DC/22/05859 Proposal: Application to determine if Prior Approval is required for a proposed Change of Use of Agricultural Buildings to Dwellinghouses (C3) and for building operations reasonably necessary for conversion. Town and Country Planning (General Permitted Development)(England) Order 2015 as amended Schedule 2, Part 3, Class Q - Conversion of 3no. dwellinghouses within existing steel frame barn. Casement windows to all habitable rooms, glazed doors to dining area. **Location:** Grove Farm, Ipswich Road, Holbrook, Ipswich Suffolk IP9 2PH **Application withdrawn**

DC/22/06108 Proposal: Full Planning Application - Change of Use of additional parcel of land to residential amenity land, erection of single storey side/rear extension, replacement windows/doors and replace upvc storm goods with cast metal; Erection of double cartlodge with external staircase (following demolition of existing garage) **Location:** Wall Farm House, Harkstead Road, Holbrook, Ipswich Suffolk IP9 2RQ **Granted**

DC/22/06126 Proposal: Householder Application - Removal of existing garage and replacement with larger garage. **Location:** Caxton House, 4 Caxton Close, Holbrook, Ipswich Suffolk IP9 2GZ **Granted**

DC/22/06187 Proposal: Planning Application -Change of use of land to residential amenity land and construction of pool and erection of pool house with walled surround and terrace
Location: Pettwood, Ipswich Road, Holbrook, Ipswich Suffolk IP9 2QT **Awaiting Decision**

8.02 To consider new applications received:

DC/23/00137 Proposal: Application for prior approval for a proposed installation, alteration or replacement of other Solar Photovoltaics (PV) equipment on the roofs of non-domestic buildings - The Town and Country Planning (General Permitted Development) Order 2015 (As Amended) - Schedule 2, Part 14, Class J - Installation of a 60 kWp roof-mounted solar PV system for renewable energy generation **Location:** Woodlands Farm, Woodlands Road, Holbrook, IP9 2PT.

DC/23/00451 Proposal: Application for Works to Trees subject to Tree Preservation Order BT328/A1 - Reduce height and spread of 1No. Oak (T1) by up to 4m. Reduce height and spread of 1No. Yew (T2) by up to 4m. Crown clean 1No. Pine (T3) by removing all dead and damaged limbs, reduce the low-level lateral limbs towards the garage to create a 2meter clearance. **Location:** Pettwood, Ipswich Road, Holbrook, Ipswich Suffolk IP9 2Q

DC/23/00430 Proposal: Householder Application - Erection of single storey side extension.
Location: The Dower House, Woodlands Road, Holbrook, Ipswich Suffolk IP9 2PT

DC/23/00516 Proposal: Application to determine if prior approval is required for a proposed: Change of use from Commercial, Business and Service (Use Class E) to Dwellinghouse (Use Class C3) Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) - Schedule 2, Part 3, Class MA -

Convert workshop into 1 No. Dwelling. **Location:** The Workshop, Land at Woodlands Corner, Woodlands Road, Holbrook IP9 2PU

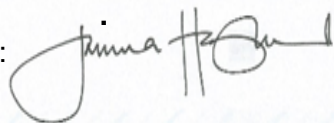
DC/23/00655 Proposal: Application to determine if Prior Approval is required for a proposed Change of Use of Agricultural Buildings to Dwellinghouses (C3) and for building operations reasonably necessary for conversion. Town and Country Planning (General Permitted Development)(England) Order 2015 as amended Schedule 2, Part 3, Class Q - Conversion of steel frame barn into 3no. 80m2 dwellinghouses **Location:** Grove Farm, Ipswich Road, Holbrook, Ipswich Suffolk IP9 2PH

DC/23/00681 Proposal: Householder Application - Erection of part single and part two storey rear extension, including construction of 10No solar panels. Erection of open front porch, increasing parking area on drive including new render to walls and replacement windows and doors. **Location:** Fairview, Ipswich Road, Holbrook, Ipswich Suffolk IP9 2QR

HPC2002/09 Councillors' reports: to note Councillors' reports and activities since the last meeting.

HPC2002/10 To consider items for future agendas.

HPC2002/11 Date of next Parish Council meeting will be held on Monday 20th March 2023 at 19.30 hrs at the Village Hall.

Signed: 

Parish Clerk

Date: 13th February 2023

4 Shepherds Lane, The Street, Holbrook, IP9 2QA email: holbrookparishclerk@outlook.com