

## PARISH OF HOLBROOK – 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> June 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

- HPC2006/01 Apologies:** To receive and consent to any apologies for absence.
- HPC2006/02 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.
- HPC2006/03 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.
- HPC2006/04 To consider and approve the minutes** of the Parish Council Meeting held on 16<sup>th</sup> May 2022
- HPC2006/05 Business remaining from previous meetings and ongoing projects**
- 5.01** To receive an update on the actions from the meeting held on 16<sup>th</sup> May 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 a report on the events for the Queen's Jubilee
- 5.05** To receive an update on the parking issues
- 5.06** To receive an update on the Community Self Help Group
- 5.07** To receive an update on the Eco lighting project
- 5.08** To receive an update on the Hedgehog Highway proposal
- HPC2006/06 Correspondence received requiring a response and new business**
- 6.01** To note the contents of the letter from BMSDC and to note that a reply had been sent to confirm that the Council had adopted the new Code of Content at their meeting on 16/05/22
- 6.02** To remind Councillors to review their pecuniary interests and to note the new requirements with regard to non-pecuniary interests contained in the Code of Conduct
- 6.03** To review and, if agreed, adopt the GDPR & Information Management Policy
- 6.04** To review and, if agreed, adopt the Document Retention scheme.
- 6.05** To review and, if agreed, adopt the Dispensations Policy
- 6.06** To note the upcoming expiry of The Swan Public House as a Community Asset and to consider the next steps, if any, to be taken.
- 6.07** To note the contents of the Clerk's report.
- HPC2006/07 Finance**
- 7.01** To receive a financial report from the Responsible Financial Officer.
- 7.02** To note that the documents required by the External Auditor have been submitted and the dates for the exercise of public rights have been published on the noticeboard and the website.
- 7.03** To note that a claim has been sent to HMRC for repayment of VAT for 21/22
- 7.04** To authorise payments: Curry's (new computer paid by Debit Card, agreed at meeting on 16<sup>th</sup> May) £449; Mrs J Hazlewood (Clerk's Salary) £622.45, Mr P Goodchild (Community Caretaker Salary) £214.18 ; HMRC PAYE & NI £212.02, Mrs J Hazlewood (Clerk's Expenses) £35.99, M & D Cordle (Alton Green grass cutting) £228; Holbrook Village Hall (Hire charges) £45.00, ICO (Data Protection registration) £35 to be paid by DD on or before 26.6.22, M H Goals (new goalposts) £1358.60; E.ON Next (Pavilion Electricity) £18.30; Babergh District Council (Litter & dog bin emptying) £1822.87, Tuddenham Press £235.00, Babergh District Council £20.00 (Licence for Lottery); O. Abbott £150.00 (Reade Field Grass Cutting); Lottery 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> prizes for June 2022 and any other payments received prior to the meeting,

**HPC2006/08 Planning**

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

**DC/21/01802: Proposal: Re-consultation request:** 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/22/02074 Proposal: Householder Application** - Erection of front and rear single storey extensions (following demolition of conservatory) and replacement of all windows and doors. **Location:** 5 Clifton Wood, Holbrook, Ipswich, Suffolk IP9 2PY **Granted**

**DC/22/02526 Non-Material Amendment** – Springfield House, Lower Holbrook. **Amendment approved.**

**8.02 To consider new applications received**

**DC/22/02531 Proposal: Householder Application** - Erection of a single storey side extension **Location:** Springfield House, Harkstead Road, Holbrook, Ipswich Suffolk IP9 2RA

**DC/22/02596 Proposal: Application for Works to trees Subject to Tree Preservation Order BT112/G1** - Reduce height and spread of 1 No. Oak by 1-1.5m. **Location:** 13 Denmark Gardens, Holbrook, Ipswich, Suffolk IP9 2BG

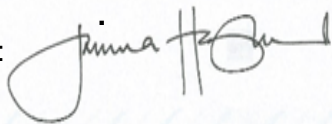
**DC/22/02931: Proposal: Application for a Lawful Development Certificate for an Existing Use, Operation or Activity including those in breach of a Planning Condition. Town and Country Planning Act 1990: Section 191 as amended by section 10 of the Planning and Compensation Act 1991. Town and Country Planning (Development Management Procedure) (England) Order 2015. Location:** Blackmore Barn, Ipswich Road, Holbrook, Ipswich Suffolk IP9 2QT. (*See attached letter from the Planning Authority explaining the nature of this application*).

**HPC2006/09 Councillors' reports:** to note Councillors' reports and activities since the last meeting.

**HPC2006/10 To consider items for future agenda**

**HPC2006/11 Date of next Parish Council meeting will be held on Monday 18<sup>th</sup> July 2022 at 19.30 hrs at the Village Hall.**

Signed:



Parish Clerk

Date: 13<sup>th</sup> June 2022

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