

## 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 20<sup>th</sup> March 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

**HPC2003/01 Apologies:** To receive and consent to any apologies for absence.

**HPC2003/02 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.

**HPC2003/03 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.

**HPC2003/04 To consider and approve the minutes** of the Parish Council Meeting held on 20<sup>th</sup> February 2023

**HPC2003/05 Business remaining from previous meetings and ongoing projects:**

**5.01** To receive an update on the actions from the meeting held on 20<sup>th</sup> February 2023

**5.02** To receive a report from the Climate Change Working Group Meeting held on 13<sup>th</sup> March 2023

**5.03** To receive an update on the Hedgehog Highway project.

**5.04** To receive an update on the Community Self Help Group (CSHG) activity.

**HPC2003/06 Correspondence received requiring a response and new business:**

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

- Publication Scheme
- FOI request policy
- Privacy Notices (3)
- Review of Asset Register

**6.02** To note and consider the contents of the email re an additional zebra crossing.

**6.03** To receive a brief report from the Alton Water User Group

**6.04** To note the contents of the Clerk's report.

**HPC2003/07 Finance**

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

**7.02** To note that the Hedgehog Highway grant claim form has been submitted.

**7.03** To authorise payments: Mrs J Hazlewood (Clerk's Salary ) £674.45 Mrs J Hazlewood (Expenses & Stationery) £35.99, Mr. W. Abbott (Community Caretaker Salary) £267.58, HMRC (PAYE) £180.34 Amazon (Stationery paid by Debit card) £41.62, E-On Next (Pavilion electricity) £credit, J. Ambrose (Chairman's Allowance) £75.00, Mark Thompson (Fitness Classes) £200, Compass Point (Neighbourhood Plan) £2,160.00 Holbrook Village Hall (Meeting Hall Hire) £50, SALC (payroll services) £82.80. Lottery winners February £tbc

**HPC2003/08 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,  
**Refused**

**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/22/06187 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**

**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. **Awaiting Decision**

**DC/23/00430 Proposal:** Householder Application - Erection of single storey side extension.

**Location:** The Dower House, Woodlands Road, Holbrook, Ipswich Suffolk IP9 2PT

**Awaiting Decision**

**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 **Awaiting Decision**

**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 **Awaiting Decision**

**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

**Awaiting Decision**

**8.02 To consider new applications received:**

**DC/23/01106 Proposal:** Householder Application - Erection of a single storey side/rear

extension (amended scheme to DC/21/06281) **Location:** Springfield House, Harkstead

Road, Holbrook, Ipswich Suffolk IP9 2RA.

**DC/23/01184 Proposal:** Householder Application - Erection of a one and a half storey rear

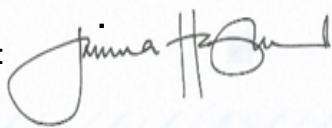
extension. **Location:** Alpha, Ipswich Road, Holbrook, Ipswich Suffolk IP9 2QT

**HPC2003/09 Councillors' reports:** to note Councillors' reports and activities since the last meeting.

**HPC2003/10 To consider items for future agendas.**

**HPC2003/11 Date of next Parish Council meeting will be held on Monday 17<sup>th</sup> April 2023 at 19.30 hrs at the Village Hall.**

Signed:



Parish Clerk

Date: 13<sup>th</sup> March 2023

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