

PARISH OF HOLBROOK – NOTICE OF MEETING

I hereby give you notice that the next meeting of Holbrook Parish Council will be held in the **Methodist Chapel** on Monday 26th September 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

- HPC2609/01 Apologies:** To receive and consent to any apologies for absence.
- HPC2609/02 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.
- HPC2609/03 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.
- HPC2609/04 To consider and approve the minutes** of the Parish Council Meeting held on 15th August 2022
- HPC2609/05 Business remaining from previous meetings and ongoing projects**
- 5.01** To receive an update on the actions from the meeting held on 15th August 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 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 and the request for Parish Council support to provide a “Kill Your Speed” sign (email attached)
- 5.08** To receive an update on the community speed watch activity
- HPC2609/06 Correspondence received requiring a response and new business**
- 6.01** To review and, if agreed, adopt the updated Asset Register
- 6.02** To review and, if agreed, adopt the Grant Scheme policy
- 6.03** To review and, if agreed, adopt the Community Engagement policy
- 6.04** To note the contents of the Clerk’s report.
- 6.05** To note the contents of an email expressing concern about the safety of the children’s play area and the steps taken in response
- 6.06** Request from residents of Clifton Wood to plant trees (email attached)
- HPC2609/07 Finance**
- 7.01** To receive a financial report from the Responsible Financial Officer.
- 7.02** To note that the 2nd year premium of our 3-year contract with Zurich has increased as a result of taking out additional insurance for the Exercise Classes
- 7.03** To consider the letter from SAAA re opting out of the central procurement arrangements for appointing an external auditor
- 7.04** To authorise payments: Screwfix (Fire safety equipment for the pavilion) £56.98 by debit card; Nelson Potter (fence panels for Play area) £13.44 by debit card, Mrs J Hazlewood (Clerk’s Salary) £622.45, Mr P Goodchild (Community Caretaker Salary) £213.98; HMRC PAYE & NI £212.22, Mrs J Hazlewood (Clerk’s Expenses) £26.00, SALC (training expenses) £67.20; SALC (training refund, credit note) -£31.20 E.ON Next (Pavilion Electricity) £18.67; Zurich (Parish Council insurance) £638.42, Cllr Ambrose (travel expenses) £11.25. Lottery 1st, 2nd and 3rd prizes for August 2022, total £41, Noticeboard Co. (replacement security keys) £9. 60 (replacement security keys) paid by debit card, Mark Thompson (fitness classes) £100 and any other payments received prior to the meeting.
- HPC2609/08 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
Awaiting Decision

DC/22/03178: Proposal: Householder Application - Erection of single storey rear extension and erection of extension to garage. **Location:** 11 Mill Rise, Holbrook, Ipswich, Suffolk IP9 2QH **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/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.

Awaiting Decision

8.02 To consider new applications received

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


DC/22/03951 Proposal: Householder Application - Construction of an in-ground swimming pool and pool house. Landscaping, including planting of native wildflower meadow and native shrubs on mown grass ground within garden. **Location:** The Barley House, Wall Farm, Harkstead Road, Holbrook IP9 2RQ. *The Parish Council asked for an extension to 20th September, which was granted, but when checked on 13th September, the application had been granted.*

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

HPC2609/09 Councillors' reports: to note Councillors' reports and activities since the last meeting.

HPC2609/10 To consider items for future agendas

HPC2609/11 Date of next Parish Council meeting will be held on Monday 17th October 2022 at 19.30 hrs at the Village Hall.

Signed: 

Parish Clerk

Date: 20th September

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