

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 15th January 2024, 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

HPC1501/01 Apologies: To receive and consent to any apologies for absence.

HPC1501/02 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.

HPC15011/03 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.

HPC1501/04 To consider and approve the minutes of the Parish Council Meeting held on 18th December 2023.

HPC1501/05 Business remaining from previous meetings and ongoing projects:

5.01 To receive an update on the actions from previous meetings and the meeting held on 18th December 2023

5.02 To receive an update from GHGW including Warm Homes Holbrook (Bulk buy initiative) and the thermal imaging camera project (see supporting documents)

5.03 To receive an update on the proposed new pavilion

5.04 To receive an update on the implementation of the gov.uk domain name and emails

5.05 To receive a verbal update following a liaison meeting with the Community Police Officer

HPC1501/06 Correspondence received requiring a response and new business:

6.01 To review the following policies:

(a) Finance Regulations

(b) Finance and Management Risk Assessment

6.02 To consider safety concerns expressed about the Freston Crossroads – see copy of an email from a resident and a responses from the County and District Councillors.

6.03 To note that the editor of the Parish Papers has resigned – the last issue being Feb/March and to discuss the future of publication.

6.04 To note the contents of the email re dropped kerb flooding on Ipswich Road (copy in supporting documents)

6.05 To note the contents of the email from SALC re 80 year D-Day celebrations

6.06 To note that the Annual Parish Meeting has been scheduled for Tuesday 23rd April 2024 and will follow the AGM of the Village Hall Committee.

6.07 To note the contents of the Clerk's report (attached).

HPC1501/07 Finance

7.01 To receive a financial report from the Responsible Finance Officer including a bank reconciliation and commentary

7.02 To confirm the amount of precept requested for 2024/25 of £35,123, as agreed at the December 2023 meeting and, if agreed, to sign the precept request form.

7.03 To note that the bank reconciliation has been verified by a councillor who is not a bank signatory.

7.04 To consider the attached estimates for a new waste bin on The Cut, between the Academy and the pre-school playgroup.

7.05 To authorise payments including any payment requests received after the publication of the Agenda: Mrs J Hazlewood (Clerk's Salary) £726.45; Mrs J Hazlewood (Expenses) £26; Mr. W. Abbott (Community Caretaker Salary) £267.90, HMRC (PAYE) £(tbc), M

Thompson (Fitness Classes) £100, C. Sawyer (Parish Papers distribution) £66.25, Holbrook Village Hall (Meeting Room Hire) £50 Lottery winners for January Total £tbc Jewsons (heavy duty sacks for Community Caretaker) £10 (debit card).

HPC1501/08 Planning

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

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/23/04109 Proposal: Application under S73a for Removal or Variation of a Condition following grant of Planning Permission B/12/00500 dated 18/12/2015 Town and Country Planning Act 1990.- To vary Condition 27 (Approved Plans) **Location:** Former HMS Ganges Site, Shotley Gate, Shotley, Suffolk **Awaiting Decision**

DC/23/04668 Proposal: Planning Application. Change of use and alteration works to former agricultural buildings to provide residential annexe, workshop and storage. **Location:** Grove Farm, Ipswich Road, Holbrook, IP9 2PH **Awaiting Decision:**

DC/23/04993 Proposal: Householder Application - Erection of two storey triple bay garage with store above and storage for bins and logs to the side including removal of trees. **Location:** Wind Willow House, Hyams Lane, Holbrook, Ipswich Suffolk IP9 2QF **Application refused** (refusal letter with supporting documents)

DC/23/05282 Proposal: Householder Application - Erection of first floor rear extension including alterations to roof of single storey extension and insertion of 2No side windows. **Location:** Homeleigh, Ipswich Road, Holbrook, Ipswich Suffolk IP9 2QR **Granted**

DC/23/05434 Proposal: Householder application – erection of 35 no ground based solar panels. **Location:** Pettwood, Ipswich Road, Holbrook, IP9 2QT **Awaiting Decision**

DC/23/05435 Proposal: Application for listed building consent – erection of 35 no ground based solar panels. **Location:** Pettwood, Ipswich Road, Holbrook, IP9 2QT **Awaiting Decision**

DC/23/03342 Proposal: Full Planning Application - Conversion of and extension to redundant agricultural buildings to create 4no. dwellings, and the erection of 1no. new detached dwelling (following demolition of the existing building approved for conversion to 3no. dwellings under application reference DC/23/00655) including access, car parking and landscaping. **Location:** Grove Farm, Ipswich Road, Holbrook, Ipswich Suffolk IP9 2PH **Reason(s) for re-consultation:** Revised plans received 21.11.23 **Awaiting Decision**

8.02 To consider new applications received

DC/23/05908 Proposal: Full Planning Application - Conversion of barns to form 3No. dwellings and associated landscaping, using existing access. **Location:** Potash Farm, Ipswich Road, Holbrook, Ipswich Suffolk IP9 2PJ

DC/23/05909 Proposal: Application for Listed Building Consent - Works to facilitate conversion of barns to form 3No. dwellings. **Location:** Potash Farm, Ipswich Road, Holbrook, Ipswich Suffolk IP9 2PJ

DC/23/05848 Proposal: Householder Application - Erection of two storey and single storey extensions. **Location:** Hazelmere, Harkstead Road, Lower Holbrook, Holbrook Ipswich Suffolk

HPC1501/09 **Councillors' reports:** to note Councillors' reports and activities since the last meeting.

HPC1501/10 **To consider items for future agendas**

HPC1501/11 **Date of next Parish Council meeting will the Parish Council Meeting and will be held on Monday 19th February 2024 7.30 p.m. at the Village Hall**

Signed: *Jo Hazlewood*

Date: 9th January 2024

Parish Clerk/Proper Officer

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