

## 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 17<sup>th</sup> July 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

- HPC1707/01 Apologies:** To receive and consent to any apologies for absence.
- HPC1707/02 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.
- HPC1707/03 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.
- HPC1707/04 To consider and approve the minutes** of the Parish Council Meeting held on 19<sup>th</sup> June 2023
- HPC1707/05 Business remaining from previous meetings and ongoing projects:**
- 5.01** To receive an update on the actions from the meeting held on 19<sup>th</sup> June 2023
- 5.02** To receive a report from the Climate Change Working Group Meeting held on 10<sup>th</sup> July 2023
- 5.03** To receive an update on the Bulk Buy Scheme
- 5.04** To receive an update on the provision of an additional defibrillator
- 5.05** To consider nominating Hyam's Lane/ Hales Grove as a Quiet Lane
- HPC1707/06 Correspondence received requiring a response and new business:**
- 6.01** To review the following policies:
- (a) Complaints Procedure
  - (b) Training and Development
  - (c) Travel and Expenses
  - (d) Pre-planning application protocol
- 6.02** To receive and adopt the updated Emergency Plan for Holbrook
- 6.03** To consider whether HPC wish to support the campaign to reduce the speed limit to 20 mph
- 6.04** To consider whether the Council wish to apply for funding from the FA for the remedial work on the football pitch (report attached).
- 6.05** To appoint a new trustee to the Catherine Dean Trust
- 6.06** To note the contents of the Clerk's report (attached).
- HPC1707/07 Finance**
- 7.01** To receive a financial report from the Responsible Finance Officer.
- 7.02** To consider the proposal to remove a tree from Alton Green for the sum of £100. (see Clerk's report)
- 7.03** To consider the quote for a defibrillator to be sited at Admirals Quarter
- 7.04** To authorise payments: Mr. J. Ambrose (1<sup>st</sup> Quarter Chairman's Allowance paid by SO)) £75.00; Information Commissioner (Data Protection registration DD) £35; Mrs J Hazlewood (Clerk's Salary) £674.45; Mrs J Hazlewood (Expenses & Stationery) £26; Mr. W. Abbott (Community Caretaker Salary) £247.18, HMRC (PAYE) £200.74. M & D Cordle (Alton Green maintenance) £228.00, Vertas (Reade Field Maintenance) £258.55; Mark Thompson (Fitness Classes) £200 (tbc), Lottery winners July £48
- HPC1707/08 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/23/02278 Proposal:** Householder Application - Erection of two storey rear/side extension and external insulation to the flank wall. **Location:** 1 Brick Cottages, Harkstead Road, Holbrook, Ipswich Suffolk IP9 2RG **Awaiting Decision**

**DC/23/02549 Proposal:** Application for Works to Trees subject to Tree Preservation Order BT328/A1 - Re Pollard 1 No. Holm Oak (T1). Crown reduce 3 No. Sycamore (T2,T3 and T4) by up to 30%. Reduce, re balance and deadwood crown of 1 No. Oak (T5) by up to 3m. Reduce and reshape crown of 1No. Holly (T6) by 3m and Fell 2 No. Sycamore (T7 and T8)

**Location:** 1 Pettwood Gardens, Holbrook, Ipswich, Suffolk IP9 2WE **Granted**

**8.02 To consider new applications received**

**DC/23/02967 Proposal:** Householder Application - Erection of two storey rear and side extension. **Location:** 1 Wall Farm Cottages, Harkstead Road, Holbrook, Ipswich Suffolk IP9 2RQ

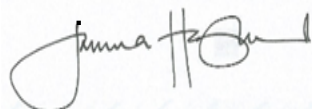
**DC/23/03055 Proposal:** Listed Building Consent - Installation of new pendant lighting to the Main Hall. **Location:** The Royal Hospital School, Holbrook, Ipswich, Suffolk IP9 2RX

**HPC1707/09 Councillors' reports:** to note Councillors' reports and activities since the last meeting.

**HPC1707/10 To consider items for future agendas.**

**HPC1707/11 Date of next Parish Council meeting will the Annual Parish Council Meeting and will be held on Monday 21<sup>st</sup> August 2023**

Signed:



Parish Clerk

Date: 10th July 2023

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