

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 18th December 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

HPC1812/01 Apologies: To receive and consent to any apologies for absence.

HPC1812/02 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.

HPC1812/03 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.

HPC1812/04 To consider and approve the minutes of the Parish Council Meeting held on 20th November 2023

HPC1812/05 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 20th November 2023

5.02 To receive an update on Warm Homes Holbrook (Bulk buy initiative)

5.03 To receive an update on the thermal imaging camera project

5.04 To receive an update on the proposed new pavilion

HPC1812/06 Correspondence received requiring a response and new business:

6.01 To review the following policies:

(a) Safeguarding Policy

(b) Tree Policy

(c) Accessibility Statement

6.02 To receive a report the Bus Improvement initiative

6.03 To receive a report on the joint meeting of local Parish Councils held on Tuesday 28th November and to ratify Holbrook Parish Council's participation in the proposed Alliance

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

HPC1812/07 Finance

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

7.02 To receive a draft budget and budget notes together with the proposed precept for 2024-25 and to consider, if appropriate, adopting the budget.

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

7.04 To authorise payments including any payment requests received after the publication of the Agenda: Mrs J Hazlewood (Clerk's Salary including back pay to 1st April 2023) £1142.45; Mrs J Hazlewood (Expenses) £26; Mr. W. Abbott (Community Caretaker Salary including back pay to 1 April) £433.81, HMRC (PAYE) £445.07, Tuddenham Press (Parish Papers) £385.00, M Thompson (Fitness Classes) £200; J. Ambrose (Chairman's Allowance) £75; Suffolk County Council £3635.16 (balance of LED lighting) Cloud Next Ltd. £132 (2 year fee for holbrookparishcouncil.gov.uk) & £59.98 (gov.uk email addresses) Lottery winners for December Total £tbc.

HPC1812/08 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/23/03342* 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

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/23/04322 Proposal: Householder Application - Insertion of first floor side window

Location: 23 Firebronds Road, Holbrook, Ipswich, Suffolk IP9 2TP **Application Refused**

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/23/04977 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 the barn to form 2No dwellings utilising existing access. **Location:** Potash Farm, Ipswich Road, Holbrook, Ipswich Suffolk IP9 2PJ **Awaiting Decision**

DC/23/05055 Proposal: Application for works to Tree subject to Tree Preservation Order (BT49/T8)- Proposal to reduce and reshape Oak Tree crown (T1) unto 4 meters, thin crown unto 5% and remove significant dead wood **Location:** 7 Hapenny Field, Holbrook, Ipswich, Suffolk IP9 2TS **Granted**

DC/23/05008 Proposal: Householder Application - Erection of single storey rear extension.

Location: 5 Hapenny Field, Holbrook, Ipswich, Suffolk IP9 2TS **Awaiting Decision**

DC/23/04869 Proposal: Householder Application - Erection of single-storey rear extension and alterations **Location:** 2 Fir Tree Cottages, Harkstead Road, Holbrook, Ipswich Suffolk IP9 2RF **Awaiting Decision**

DC/23/04868 Proposal: Householder Application - Erection of single-storey extension, alterations and the erection of new outbuilding and double garage **Location:** 1 Fir Tree Cottages, Harkstead Road, Holbrook, Ipswich Suffolk IP9 2RF **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 **Awaiting Decision**

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 **Awaiting Decision**

8.02 To consider new applications received

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

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

***Re-application DC/23/03342 Location:** Grove Farm, Ipswich Road, Holbrook,

Reason(s) for re-consultation: Revised plans received 21.11.23

HPC1812/09 Councillors' reports: to note Councillors' reports and activities since the last meeting.

HPC1812/10 To consider items for future agendas

HPC1812/11 Date of next Parish Council meeting will the Parish Council Meeting and will be held on Monday 15th January 2024 7.30 p.m. at the Village Hall

Signed: *Jo Hazlewood*

Date: 11th December 2023

Parish Clerk/Proper Officer

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