**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 September 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**

**HPC1809/01** **Apologies:** To receive and consent to any apologies for absence.

**HPC1809/02 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.

**HPC1809/03 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.

**HPC1809/04 To consider and approve the minutes** of the Parish Council Meeting held on 21st August 2023

**HPC1809/05 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 21st August 2023

**5.02** To receive a report from the Climate Change Working Group Meeting held on 11th September 2023

**5.03** To receive an update on the Bulk Buy Scheme

**5.04** To receive an update on the purchase of the defibrillatorfor Admirals Quarter

**5.05** To receive an update on the Community Speedwatch

**5.06** To receive an update on the grant for the new/replacement play equipment

**5.07** Update on the Neighbourhood Plan

**HPC1809/06 Correspondence received requiring a response and new business:**

**6.01** To review the following policies:

(a) Grant Scheme

(b) Community Engagement

(c) Environmental Policy

**6.02** To note the contents of the Clerk’s report (attached).

**HPC1809/07 Finance**

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

**7.02** To authorise the repair of the field gate post at a cost of £180

**7.03** To authorise payments including any payment requests received after the publication of the Agenda: Mrs J Hazlewood (Clerk’s Salary) £674.45; Mrs J Hazlewood (Expenses) £26; Mr. W. Abbott (Community Caretaker Salary) £247.18, HMRC (PAYE) £200.74., Babergh District Council (Election expenses) £179.08, Holbrook Village Hall (Meeting Hire) £75.00, Zurich (Parish Council insurance) £652.18, Barton Electrical (PAT Testing), £150.00, Community Heartbeat Trust (Defibrillator) £3,414.00, J. Ambrose (Chairman’s allowance 2nd quarter) £75; Lottery deferred – two draws in October,

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

**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/23/03400 Proposal**: Householder Application - Erection of two storey side extension (amended scheme, re-submission of DC/23/02278) **Location:** 1 Brick Cottages, Harkstead Road, Holbrook, Ipswich Suffolk IP9 2RG ***Awaiting Decision***

**DC/23/03526 Proposal**: Application under S73 for Removal or Variation of Conditions following approval of DC/22/06108 dated 03/02/2023 Town and Country Planning Act 1990 (as amended) - Change of Use of additional parcel of land to residential amenity land, erection of single storey side/rear extension, replacement windows/doors and replace upvc storm goods with cast metal; Erection of double cartlodge with external staircase (following demolition of existing garage) To vary Condition 2 (Approved Plans and Documents) to include dormer and rooflights to front roof slope in conjunction with loft conversion of main house. **Location**: Wall Farm House, Harkstead Road, Holbrook, Ipswich Suffolk IP9 2RQ ***Awaiting Decision***

**8.02 To consider new applications received:**

**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

**HPC1809/09 Councillors’ reports:** to note Councillors’ reports and activities since the last meeting.

**HPC1809/10** **To consider items for future agendas.**

**HPC1809/11 Date of next Parish Council meeting will the Parish Council Meeting and will be held on Monday 23rd October 2023. PLEASE NOTE: this is a change to the originally published date.**

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Signed: Parish Clerk Date: 11th September 2023

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