

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 19th February 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

HPC1902/01 Apologies: To receive and consent to any apologies for absence.

HPC1902/02 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.

HPC1902/03 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.

HPC1902/04 To consider and approve the minutes of the Parish Council Meeting held on 15th January 2024

HPC1902/05 Business remaining from previous meetings and ongoing projects:

5.01 To receive an update on the actions from previous meetings

5.02 To receive an update from GHGW including Warm Homes Holbrook (Bulk buy initiative)

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 an update on the future of the Parish Papers

HPC1902/06 Correspondence received requiring a response and new business:

6.01 To review the following policies:

(a) Public Participation in Meetings

(b) Reporting at Meetings

(c) Policy for communicating with the Media

6.02 To note that training for the new defibrillator is taking place on 26th February at 6.00 p.m. at Freston Boot.

6.03 To note concerns from a resident re parking near the Primary School

6.04 To consider emails received: Babergh's parking strategy; Essex Minerals Local Plan Review; Pre-submission consultation of Tattlingstone's Neighbourhood Plan; Babergh Joint Local Validation List consultation (copy emails attached)

6.05 To note concerns about the condition of Hales Grove road (photos attached)

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

HPC1902/07 Finance

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

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

7.03 To note that the estimated outturn contained in the agreed budget plan for 24/25 will be affected by the delay in installing the new play equipment.

7.04 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) £227.91, M Thompson (Fitness Classes) £200, Vertas (Grass Maintenance) £258.55, Norton (Virus Protection) £19.99 debit card, O. Abbott (tree work), £tbc Methodist Church (Room Hire GHGW meetings Jan-March) £30, F. Williams, Village Recorder, (archive storage cupboard) £180, Wave (Pavilion Water) £0.11p; Tuddenham Press (Parish Papers) £385; MG Goals (Net hooks for goal posts) £21.00 debit card; Lottery winners for February Total £41

HPC1902/08 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/23/05434 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 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 **Granted**

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 **Awaiting Decision**

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 **Awaiting Decision**

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

8.02 To consider new applications received

DC/23/05906 Proposal: Listed Building Consent - Erection of conservatory (following removal of canopied porch). **Location:** Woodlands Farm, Woodlands Road, Holbrook, Ipswich Suffolk IP9 2PT

DC/23/05904 Proposal: Householder Application - Erection of conservatory (following removal of canopied porch). **Location:** Woodlands Farm, Woodlands Road, Holbrook, Ipswich Suffolk IP9 2PT

DC/24/00196 Proposal: Notification of Works to Tree in Conservation Area - T1 - Beech Tree - Reduce Crown in height to approx.. 13 metres. Reduce and reshape lateral limbs. Remove dead wood and thin crown as appropriate. **Location:** 21 Denmark Gardens, Holbrook, Ipswich, Suffolk IP9 2BG

DC/24/00454 Proposal: Notification for Prior Approval for a Proposed Change of Use of Agricultural Building to a Dwelling (Class C3), and for Associated Operational Development under the Town and Country Planning (General Permitted Development) Order 2015 Schedule 2, Part 3, Class Q - Creation of 1No. dwelling house within existing steel frame barn. **Location:** Grove Farm, Ipswich Road, Holbrook, Ipswich Suffolk IP9 2PH

HPC1902/09

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

HPC1902/10

To consider items for future agendas

HPC1902/11

Date of next Parish Council meeting will the Parish Council Meeting and will be held on Monday 18th March 2024 7.30 p.m. at the Village Hall

Signed: *Jo Hazlewood*

Date: 14th February 2024

Parish Clerk/Proper Officer

4 Shepherds Lane, Holbrook, IP9 2QA email: clerk@holbrookparishcouncil.gov.uk