

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 June 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

HPC1906/01 Apologies: To receive and consent to any apologies for absence.

HPC1906/02 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.

HPC1906/03 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.

HPC1906/04 To consider and approve the minutes of the Parish Council Meeting held on 15th May 2023

HPC1906/05 Business remaining from previous meetings and ongoing projects:

5.01 To receive an update on the actions from the meeting held on 15th May 2023

5.02 To receive a report from the Climate Change Working Group Meeting held on 22nd May

5.03 To receive an update on the Bulk Buy Scheme

5.04 To note the information received from Babergh Open Spaces and Playgrounds re the surfacing of the children's playground

HPC1906/06 Correspondence received requiring a response and new business:

6.01 To review the following policies:

(a) Document Retention Scheme

(b) GDPR and Information Management Policy

(c) Policy for Dispensations

6.02 To consider signing up to the Civility and Respect Pledge (see report attached)

6.03 To consider the attached email from Friends of Shotley Library

6.04 To consider subscribing to the campaign to reduce speed limits to 20 mph (see attached email and pro forma letter)

6.05 To note the contents of the Clerk's report.

HPC1906/07 Finance

7.01 To receive a financial report from the Responsible Finance Officer.

7.02 To note that the bank reconciliation had been independently verified by a councillor# who is not a signatory to the accounts

7.03 To note that the RFO has set the period for the Public Rights of the Unaudited Annual Governance and Accountability Return and advertised them along with associated documentation – the dates advertised are 05 June to 14 July 2023

7.04 To consider the quotations for the new slide and play equipment (quotations attached)

7.05 To consider the quotation for the accessible gate at the Reade Road entrance of the Reade Field

7.06 To authorise payments: CAS (Suffolk Preservation Society) pd by debit card £30 on 31.5.23, SARs (s.137 grant for 23/24) paid by debit card £25; 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; Holbrook Village Hall (s.137 grant) £300; Holbrook PCC (s.137 grant) £500; Stutton & Holbrook Community First Responders (s.137 grant) £100.00, Holbrook Helpers (s.137 grant) £500; SLCC (Annual Membership) £146.00; Open Spaces (Annual Subscription £45); Community Action Suffolk (s.137 grant) Holbrook Village Hall (hire charges) £75.00; Babergh District

Council (Lottery licence fee) £20.00, SWARCO (3 year gold maintenance contract) £1,017.00 Tuddenham Press (Parish Papers) £274, Mark Thompson (Fitness Classes) £200 (tbc), Lottery winners June £48 ;

HPC1906/08 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/23/00681 Proposal: Householder Application - Erection of part single and part two storey rear extension, including construction of 10No solar panels. Erection of open front porch, increasing parking area on drive including new render to walls and replacement windows and doors. **Location:** Fairview, Ipswich Road, Holbrook, Ipswich Suffolk IP9 2QR **Granted**

8.02 To consider new applications received:

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

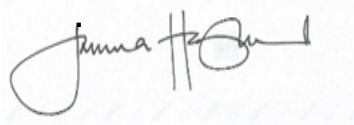
DC/23/02549 Proposal: Application for Works to Trees subject to Tree Preservation Order BT328/A1 - Re Pollard 1 No. Holm Oak (T1). Crown reduce 3 No. Sycamore (T2, T3 and T4) by up to 30%. Reduce, re balance and deadwood crown of 1 No. Oak (T5) by up to 3m. Reduce and reshape crown of 1No. Holly (T6) by 3m and Fell 2 No. Sycamore (T7 and T8) **Location:** 1 Pettwood Gardens, Holbrook, Ipswich, Suffolk IP9 2WE

HPC1906/09 Councillors' reports: to note Councillors' reports and activities since the last meeting.

HPC1906/10 To consider items for future agendas.

HPC1906/11 Date of next Parish Council meeting will the Annual Parish Council Meeting and will be held on Monday 17th July 2023

Signed:



Parish Clerk

Date: 12th June 2023

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