

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 23rd October 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

- HPC2310/01 Apologies:** To receive and consent to any apologies for absence.
- HPC2310/02 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.
- HPC2310/03 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.
- HPC2310/04 To consider and approve the minutes** of the Parish Council Meeting held on 18th September 2023
- HPC2310/05 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 18th September 2023
- 5.02** To receive a report from the Climate Change Working Group Meeting held on 9th October 2023
- 5.03** To receive an update on the Bulk Buy Scheme, now called Warm Homes Holbrook.
- 5.04** To note that the Referendum for the Neighbourhood Plan is scheduled for Tuesday 21st November 2023
- 5.05** To promote the second round of the thermal imaging camera
- 5.06** To note that the new accessible gate has been installed on the Reade Field
- 5.07** To note that the defibrillator and post have now both been received and are awaiting Installation.
- 5.08** To receive the Tree Warden's report
- 5.09** To receive an update on the proposed new pavilion and grant application
- HPC2310/06 Correspondence received requiring a response and new business:**
- 6.01** To review the following policies:
- (a) Health and Safety
- (b) Equality
- (c) Lone Working
- 6.02** Slow Ways: to consider the email asking Holbrook Parish Council to join the national walking network (copy email in supporting papers)
- 6.03** To note that the Chairman and the Clerk are attending Babergh's Parish Council liaison meeting on 30th October.
- 6.04** To note that a meeting of the local Parish Council Chairmen has been scheduled for 28th November at Holbrook Village Hall to discuss the impact of the new housing developments on the infrastructure of the peninsula
- 6.05** To note the contents of the Clerk's report (attached).
- HPC2310/07 Finance**
- 7.01** To receive a financial report from the Responsible Finance Officer including a bank reconciliation and commentary, including a commentary on the Reade Field Account
- 7.02** To note that the bank reconciliation has been verified by a councillor who is not a bank signatory.
- 7.03** To consider and, if appropriate, approve Heelis and Lodge as the Internal Auditor for the 2023/2024 financial year
- 7.04** To set a date for a budget working party meeting in November

7.05 To note that the application for a locality grant for river water testing equipment had been approved. For Councillors to agree that purchases can go ahead as soon as the grant has been paid into the Council's bank account.

7.06 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, SLCC (training costs) £72.00, SALC (training costs) SALC £18.00 (6 months payroll services) £82.80, M Thompson (Fitness Classes) £200; Playquip (accessible gate) £1636.80, Lottery winners (2 draws)

HPC2310/08 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/23/03526 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
Granted

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**

8.02 To consider new applications received:

DC/23/04322 Proposal: Householder Application - Insertion of first floor side window
Location: 23 Firebronds Road, Holbrook, Ipswich, Suffolk IP9 2TP

DC/23/04522 Proposal: Householder Application - Erection of a two bay car port to the rear of the property. **Location:** Lime Tree House, Church Hill, Holbrook, Ipswich Suffolk IP9 2QP

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

HPC2310/09 Councillors' reports: to note Councillors' reports and activities since the last meeting.

HPC2310/10 To consider items for future agendas.

HPC2310/11 Date of next Parish Council meeting will the Parish Council Meeting and will be held on Monday 20th November 7.30 p.m. at the Village Hall

Signed: *Jo Hazlewood*

Date: 17th October 2023

Parish Clerk/Proper Officer

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