

## PARISH OF HOLBROOK – NOTICE OF MEETING

I hereby give you notice that the next Meeting of **Holbrook Parish Council** will be held on Monday 15<sup>th</sup> July 2024 at Holbrook Village Hall at 1930 hrs. All Parish Councillors are summoned to attend and all parishioners are invited. Any member of the public wishing to speak at Item 5 should give notice to the Clerk at or before the commencement of the meeting.

### AGENDA

- HPC1507/01 Apologies:** To receive and consent to accept any apologies for absence.
- HPC1507/02 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.
- HPC1507/03 Public Forum**
- 3.01** To receive reports from the District and County Councillors
- 3.02** To receive questions and matters of concern from members of the public present.
- HPC1507/04 To consider and approve the minutes** of the Parish Council meeting held on 17<sup>th</sup> June 2024
- HPC1507/05 Items outstanding from previous meetings**
- 5.01** Summary of actions from previous meeting
- 5.02** To receive an update on the Community Self Help Group
- 5.03** To receive an update from the climate action working group: GHGW
- 5.04** Update on the editor of the Parish Papers
- HPC1507/06 Correspondence received requiring a response and new business:**
- 6.01** To review the following policies:
- (a) Complaints Procedure
- (b) Training & Development
- (c) Travel & Expenses
- (d) Pre-planning Application Protocol
- 6.02** To discuss the proposed development of the basketball court
- 6.03** To discuss further proposals for changes to the Reade Field Lottery
- 6.04** To note that a notice of councillor vacancy had been posted on the noticeboard.
- 6.05** To note that the Community Caretaker has resigned and an advert has been posted to replace them, with a closing date of 8<sup>th</sup> July.
- 6.06** To consider the letter from the Citizens Advice Bureau and their request for funding.
- 6.07** To consider the email concerning the safety of lithium batteries
- 6.08** To consider the concerns expressed in an email about the speed limit on the Holbrook to Harkstead road
- 6.09** To receive the Clerk's report
- HPC1507/07 Finance**
- 7.01** To receive a report from the RFO, together with a budget summary, bank reconciliation and additional commentary.
- 7.02** To note that a councillor who was not a bank signatory had independently verified the bank reconciliation
- 7.03** To note that the period of exercise of public rights to inspect the accounts ended on 12<sup>th</sup> July
- 7.04** To consider buying a replacement industrial strimmer for the P3 group for £500.
- 7.05** To approve the following payments, including any payments received subsequent to the publication of the agenda: Eventbrite (NALC training) £39.22 (debit card) Amazon (Stationery - poly pockets) £6.99, (Debit Card) Amazon Stationery – envelopes) £6.99) Staples (Copy Paper) £24.99 (Debit Card), Mayor Enterprises (Stationery – pens) £11.40 (Debit Card) Mrs J Hazlewood (Expenses & Stationery) £37.99 (BACs) Mrs J Hazlewood (Clerk's Salary) £726.45 (BACs), HMRC (PAYE & Employer's NI) £202.31 (BACs), M & D Cordle (Alton Green Grass Cutting) £240.00 (BACs) Babergh District Council (Dog & Waste Bin emptying) £3229.20 (BACs) Vertas (Grounds Maintenance) £284.40 (BACs), EON (Pavilion Electricity) £18.28 (DD), M Thompson (Fitness Classes) £200.00 (BACs), Lottery ` 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> prizes (total £43.00) for July 2024 and any other payments received prior to the meeting.

**HPC1507/08 Planning**

**8.01 To receive an update on the status of planning applications, appeals, enforcement referrals and plans previously reviewed.**

**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/23/04109 Proposal:** Application under S73a for Removal or Variation of a Condition following grant of Planning Permission B/12/00500 dated 18/12/2015 under the Town and Country Planning Act 1990.- To vary Condition 27 (Approved Plans) **Location:** Former HMS Ganges Site, Shotley Gate, Shotley, Suffolk further information has been received in relation to this consultation, which can be found on the Council's website at:

<https://www.babergh.gov.uk/w/application-search-and-comment> **Awaiting Decision**

**DC/24/02495 Proposal:** Householder Application - Erection of a first floor rear extension. **Location:** 24 Five Acres, Holbrook, Ipswich, Suffolk IP9 2Q **Awaiting Decision**

**DC/24/02594 Proposal:** Householder Application - Erection of single storey extension including insertion of additional glazed panel to porch roof. **Location:** Woodlands Farm, Woodlands Road, Holbrook, Ipswich Suffolk IP9 2PT **Awaiting Decision**

**DC/24/02595 Proposal:** Application for Listed Building Consent - Erection of single storey extension including insertion of additional glazed panel to porch roof. **Location:** Woodlands Farm, Woodlands Road, Holbrook, Ipswich Suffolk IP9 2PT **Awaiting Decision**

**8.02: To consider new applications received**

**DC/24/02900 Proposal:** Application for a Lawful Development Certificate for an Existing Use or Operation or Activity including those in breach of a planning condition Town and Country Planning Act 1990 (as amended) - Part construction of approved road in connection with and as part of the lawful implementation of the Outline Planning Permission reference DC/18/05228 and Reserved Matters Application reference DC/22/00289 **Location: Land East Of , Ipswich Road, Holbrook, IP9 2QT**

**HPC1507/09 Councillors' Reports:** to note Councillors' reports and activities since the last meeting.

**HPC1507/10 To consider items for future agendas**

**HPC1507/11 Date of next meeting:** Monday 19<sup>th</sup> August 2024 at 19.30hrs at the Village Hall

Signed:



Parish Clerk

Date: 9<sup>th</sup> July 2024