

PARISH OF HOLBROOK – NOTICE OF MEETING

I hereby give you notice that the next Meeting of **Holbrook Parish Council** will be held on Monday 16th December 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 3 should give notice to the Clerk at or before the commencement of the meeting.

The Council, members of the public and press may record/film/photograph or broadcast this meeting when the public and press are not lawfully excluded but must notify the Clerk and Chair of their intention prior to the meeting.

AGENDA

- HPC1612/01 Apologies:** To receive and consent to accept any apologies for absence.
- HPC1612/02 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.
- HPC1612/03 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.
- HPC1612/04 To consider and approve the minutes** of the Parish Council meeting held on 18th November 2024
- HPC1612/05 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 on the Parish Council Alliance's approach to the Planning Dept
- 5.04** To receive an update from GHGW (Climate Action working group)
- HPC1612/06 Correspondence received requiring a response and new business:**
- 6.01** To review the following policies:
- (a) Safeguarding Policy
- (b) Tree Policy
- (c) Accessibility Statement
- 6.02** To consider a request from a resident for an additional bus stop towards the bottom of Church Hill.
- 6.03.** To note the contents of the CIL Fund Application Form and Consultation letter and to determine a response from HPC.
- 6.04** To note that a police surgery will be held by PC Katie Jarrett on Wednesday 12th February at The Methodist Chapel. PC Jarrett would be pleased to meet members of the public and Councillors.
- 6.05** To note the contents of the Clerk's report
- HPC1612/07 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 is not a bank signatory will independently verify the bank reconciliation
- 7.03** To receive the draft budget for 2025/26 and to consider the recommendations made by the Budget working group re the budget and the precept for 2025/26, including salaries and other regular payments.
- 7.04** To note that the agreed precept, once finalised, needs to be notified to BMSDC before the end of January 2025
- 7.05** To approve the following payments, including any payments received subsequent to the publication of the agenda: TSCC – Hi-vis Safety Jacket for Community Caretaker £61.44 (debit card), Mrs J Hazlewood (Expenses & Stationery) £37.99 (BACs) Mrs J Hazlewood (Clerk's Salary) £tbc (BACs), Community Caretaker (salary) £322.23 (BACs), HMRC (PAYE & Employer's NI) £tbc (BACs) Chairman's Allowance £75.00 (SO) Holbrook Village Hall (Hall hire) £35 (BACs) EON (Pavilion Electricity) £17.94 (DD), , M. Thompson (Fitness Classes) £200 (tbc) (BACs) J. Adcock (P3 Group Grant) £60.00 (BACs), Lottery: 1st prize £46.50, 2nd prize £27.90, 3rd prize £18.60 (double draw in December, no draw in January)

HPC1612/08 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/24/01243 Appeal Reference: APP/D3505/D/24/3345491: Proposal: Householder Application - Erection of front canopy and part two storey/part single storey rear extension, addition of cladding and decking. **Location:** The Burrow, Ipswich Road, Holbrook, Ipswich Suffolk IP9 2QX **Appeal Dismissed**

DC/24/03327 Proposal: Householder Application - Erection of a garage with annexe for family members and home office above. **Location:** Wind Willow House, Hyams Lane, Holbrook, Ipswich Suffolk IP9 2QF Original application refused, **Appeal Awaiting Decision**

DC/24/04216 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/24/04217 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**

DC/24/04182 Proposal: Householder Application - Erection of a single storey rear extension, side canopied porch and alterations to fenestration to part of garage to enable to form hobby room. **Location:** Foxglove House, The Street, Holbrook, Ipswich Suffolk IP9 2PX **Granted**

8.02: To consider new applications received – no applications have been received since the last meeting.

HPC1612/09 Councillors' Reports: to note Councillors' reports and activities since the last meeting.

HPC1612/10 To consider items for future agendas

HPC1612/11 Date of next meeting: Monday 20th January 2025 at 19.30hrs at the Village Hall

Signed:



Parish Clerk

Date: 10th December 2024