

PARISH OF HOLBROOK – NOTICE OF MEETING

I hereby give you notice that the next Meeting of **Holbrook Parish Council** will be held on Monday 17th February 2025 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

- HPC1702/01 Apologies:** To receive and consent to accept any apologies for absence.
- HPC1702/02 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.
- HPC1702/03 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.
- HPC1702/04 To consider and approve the minutes** of the Parish Council meeting held on 20th January 2025
- HPC1702/05 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 GHGW Climate change working group
- 5.04** To receive an update on the Shotley Parish Council Alliance
- HPC1702/06 Correspondence received requiring a response and new business:**
- 6.01** To review the following policies:
- (a) Public participation at meetings
- (b) Reporting at meetings
- (c) Communicating with the media
- 6.02 Proposed Lower Holbrook to Harkstead Landscape Enhancement Project** – to consider proposals for transferring cables from overhead to overground.
- 6.03.** To consider if the Council wish to participate in marking the Anniversary of VE Day (8th May 2025).
- 6.04** To receive the minutes of the Shotley Peninsula Alliance of Parish Councils
- 6.05** To receive the minutes of the GHGW meeting
- HPC1702/07 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 consider the new 3 year contract for electricity supply to the pavilion.
- 7.04** To consider the most advantageous savings accounts, or alternatives to the NSI account
- 7.05** To approve the following payments, including any payments received subsequent to the publication of the agenda: Sports Direct (walking boots for Community Caretaker), £23.99 (Debit Card) Mrs J Hazlewood (Expenses & Stationery) £37.99 (BACs) Mrs J Hazlewood (Clerk's Salary) £759.20 (BACs), Community Caretaker (salary) £322.23 (BACs), HMRC (PAYE & Employer's NI) £216.16 (BACs) EON (Pavilion Electricity) £8.86 (DD), SEALE (Parish Papers) £520.00 (BACs) Holbrook Village Hall (Meeting hall hire) £87.00 (BACs) WAVE (Pavilion Water) £38.03 (DD), Suffolk Cloud (Website Hosting) £120 (BACs) M. Thompson (Fitness Classes) £ (tbc) (BACs) 1st, 2nd and 3rd prize lottery draw February 2025 £46.50. To be paid before the next meeting: Virus Protection
- HPC1702/08 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. **Approved**

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, **Approved**

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/24/03327 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 Lodged**

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 **Granted**

DC/25/00166 for DC/24/04217 Discharge of conditions 3, 4, 5, 6, 7, 8 & 9 Location: Woodlands Farm Woodlands Road Holbrook Ipswich Suffolk IP9 2PT **Granted**

DC/24/05420 Proposal: Application for Listed Building Consent – Internal works as per Heritage Statement, **Location:** The Royal Hospital School, Holbrook, IP9 2RX **Granted**

DC/24/05444 Proposal: Householder Application - Erection of two storey rear extension and two storey side extension with front canopy. **Location:** The Burrow, Ipswich Road, Holbrook, Ipswich Suffolk IP9 2QX **Granted**

8.02: To consider new applications received:

DC/25/00097 Proposal: Householder Application - Creation of a vehicular access (dropped kerb) to garden. **Location:** Amroth House, Harkstead Road, Holbrook, Ipswich Suffolk IP9 2RA

DC/25/00154 Proposal: Householder application - Installation of air source heat pump **Location:** 40 Abbott Way, Holbrook, IP9 2FF,

DC/25/00435 Proposal: Application for Works to Trees subject to Tree Preservation Order BT112/G1 - Reduce crown of 1 No Lime (T1) in height by approximately 5-6 meters. Remove significant dead wood in crown. Reduce lateral limbs where appropriate by 3 meters to maintain a balanced crown. **Location:** 16 Denmark Gardens, Holbrook, Ipswich, Suffolk IP9 2BG

DC/25/00469 Proposal: Planning Application - Demolition of existing buildings in B2 use, erection of replacement building for Class E use, change of use and alterations to retained buildings for use ancillary to The Woodlands. **Location:** The Woodlands, Woodlands Road, Holbrook, IP9 2PT

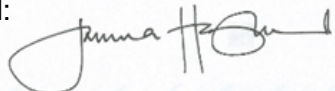
DC/25/00519 Proposal: Householder Application - Erection of single storey side extension. **Location:** 1 Brick Cottages, Harkstead Road, Holbrook, Ipswich Suffolk IP9 2RG

HPC1702/09 Councillors' Reports: to note Councillors' reports and activities since the last meeting.

HPC1702/10 To consider items for future agendas

HPC1702/11 Date of next meeting: Monday 17th March 2025 at 19.30hrs at the Village Hall

Signed:



Parish Clerk

Date: 11th February 2025