HOLBROOK PARISH COUNCIL

Minutes of the meeting of Holbrook Parish Council held in the Village Hall on Monday 20th July 2015 at 7.30pm.

Present: Cllr S Page, Cllr A Clement, Cllr C Graham, Cllr L Holmes, Cllr S Hehir, Cllr S Ingleton, Cllr D Martin, Cllr D Meekings, Cllr S Peck

In attendance: Mrs F Rolfe (Clerk), County Councillor D Wood, District Councillor D Rose, PCSO J Adams, 3 members of the public.

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HPC1507/01 Apologies: Cllr Ashlee. Cllr Page welcomed the new councillors	
to their first meeting and thanked Cllr Meekings for chairing the previous	
meeting.	
HPC1507/02 Declarations of interest: Cllr Holmes was a near neighbour and	
consultee on the planning application for 7 The Council Houses. Noted in	
register.	Clerk
HPC1507/03 Public Recess:	
PSCO Adams: Of the four crimes listed for Holbrook in June, 3 were linked to	
the RTC on Harkstead Road. There had been reports of glass left deliberately	
in the children's play area on Reade Road, this is being followed up. There	
had also been reports of one or more drones being flown in the village.	
Although this is a new area for the Police, they will be following up to ensure	
that the owners are aware of the laws regarding flying close to built-up	
areas, over schools etc. Parishioners are encouraged to report this if they	
have concerns, and also to report any issues on the Reade Field so that a	
quick response can be made. [PCSO Adams left the meeting]	
Clir Rose: The first meeting of BDC is to be held next week when it is hoped	
that the direction and plans of the Council for the next term will be	
announced.	
Cllr Wood: SCC Cabinet have removed the subsidy for brown bins. Other	
areas are allowed to include food waste in their brown bins, it has been	
suggested that the rules should be consistent across the County. A Heritage	
lottery bid has been made for the new records centre on the Waterfront, it's	
hoped that this will be successful. Suffolk Coasts and Heaths are looking to	
increase their volunteer numbers by recruiting people to 'meet and greet'	
visitors to the area. DW is co-ordinating this for the Peninsula. There will also	
be a pilot 'Voluntourism' scheme where people come together to complete	
community projects during their holiday.	
Mr Colin Redmonds addressed the meeting to discuss the benefits of a	
footpath survey. It was agreed that further information would be sought and	
this would be discussed at the next meeting.	Clerk
Two parishioners raised concerns about the relocation of the Post Box	
outside the old post office. Whilst this remains a commercial decision, it was	
agreed that the Clerk will write to the Royal Mail again, offering help with the	
decision on relocation and the potential to attach this to the bus shelter	
which belongs to the Parish Council.	Clerk
HPC1507/04 To approve Minutes of the Parish Council meeting held on 15 th	
June 2015.	
It was proposed by Cllr Martin and seconded by Cllr Clement, that the	
minutes of the meeting held on Monday 15 th June 2015 be approved. All who	
had attended that meeting were in favour.	

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HPC1507/05 Matters Arising:	
Reade Field:	
05.01 Councillors noted the inspection report received from Playsafety and	
agreed that there was a need to produce a plan in response to the issues	
raised. The urgent issue is being dealt with ahead of any other decisions	Cllr Page and Cllr
being made. Cllr Page and Cllr Ingleton will lead this project.	Ingleton
05.02 Councillors noted the potential cost of the replacement play surface.	
This will be considered alongside the inspection report and if required,	
further quotes will be requested due to the amounts involved.	
HPC1507/06 Correspondence:	
06.01 Holbrook Society Cinema Project: Councillors agreed that this was a	
good idea and were happy to write in support of any grant applications made	
by the Holbrook Society. Similar projects in neighbouring villages are run by a	
variety of organisations, not the local Parish Council. There may be	
equipment which can be hired from BDC. It was agreed that the Clerk would	
pass on all the information that had been researched and collated to the	
Holbrook Society.	Clerk
06.02 Suffolk Coasts and Heaths Scattered Orchard Project: It was agreed	
that this was something that the PC would support. Options such as the	
Churchyard, the Reade Field and Alton Green were discussed. Clerk to	Clark
respond to SCH.	Clerk
06.03 Fly a flag for the Commonwealth: It was agreed that this would be a	
good opportunity to work perhaps with the Primary School. Clerk to	
progress.	Clerk
06.04 SEFWI Public Toilet Campaign: It was agreed that the Parish Council	
would organise the distribution of petition forms for this campaign as it was	
felt that public toilets were required at the bus station on the Cattle Market.	Clerk
06.05 Suffolk Wildlife Trust Defend Nature campaign: It was agreed that the	
Parish Council would support this campaign and that the standard suggested	
responses would be used.	Clerk
06.06 SALC surveys: responses were agreed to the surveys which included	
partial satisfaction with the Broadband rollout due to only part of the village	
being upgraded so far, and positive responses to potential changes in policy	
relating to local government which could see benefits for local decision	
making.	Clerk
HPC1507/07 Finance:	
07.01 BDO report: The positive report of the external auditors was noted	
and the Annual Return was accepted by the Council. Thanks had been sent to	
the previous Clerk for his hard work on this.	
07.02 Current bank balance: The current Lloyds account balance is	
£14,884.71 which includes a deposit of £1214.72 from HMRC of reclaimed	
VAT.	
07.03 Payments to be authorised: Cheques for the following amounts were	
approved, proposed by Cllr Martin and seconded by Cllr Graham, all in	
favour.	
Babergh District Council (uncontested election) £87.50, Playsafety Limited	
(ROSPA audit) £261.60, M&D Cordle (Grass cutting Alton Green) £120, Mrs F	
Rolfe (salary) £533.57, BDO (external audit) £120, Eon (Pavilion Electric Bill)	

£14.63, Anglian Water (Pavilion Water Bill) £37.34, SALC Training £114, All Seasons Landscaping (Reade Field maintenance and dog bin repair) £130.	
The Clerk informed the Council that a new electricity payment plan had been agreed with Eon which would see fixed payments for the next three years at a price very close to the current expenditure. This will allow more accurate budgeting to take place.	
HPC1507/08 Planning Matters:	
Decisions as notified by Babergh District Council: B/15/00606 Alton Green Farm, Alton Green, Lower Holbrook: granted	
Considerations: B/15/00747 Alpha, Ipswich Road, Holbrook: Recommend refusal due to overdevelopment of the site, large office structure incongruous in residential area and current capacity in local commercial office provision.	
B/15/00674 Seaton, Lower Holbrook: No objections	
B/15/00744 7 Council Houses, Ipswich Road, Holbrook: Recommend approval	
HPC1507/09 Matters raised by members present:	
Cllr Meekings: the hedges around the boundaries of Reade Field are making it difficult for the grass to be cut properly. This will be referred to All Seasons Landscaping for a quote/action from the maintenance budget.	Cllr Meekings
Cllr Holmes: There was concern from parishioners about the activity at a premises in Clench Road. This will be investigated by the DC.	Cllr Rose
Cllr Peck: The hedges are overgrown in the Cut. This has been reported to SCC by the Clerk with no response to date. It is believed that some of the houses in Denmark Gardens have a responsibility to maintain their section of the hedge and there is work planned for this to be carried out.	
Cllr Hehir: During the dark evenings the gates at the Street end of Petticoat Lane are difficult to see.	
Cllr Ingleton: Holbrook Hornets were enquiring about using the Reade Field for training. It was suggested that they speak to the Swan Team management to obtain prices. There has been further fly-tipping near to Heronshaw. Cllr Rose reminded the meeting that there is a fly-tipping hotline	
at BDC. Clerk to circulate details. Cllr Page: A SALC representative is required to attend meetings and update	Clerk
the Council. Cllr Martin and Cllr Hehir will share this responsibility.	Clerk
Date of the next meeting:	
The next meeting will be on 17 th August 2015 at 1930 in the Village Hall.	
The meeting closed at 2120.	
Chairman Date	