

## HOLBROOK PARISH COUNCIL

### Minutes of the meeting of Holbrook Parish Council held in the Village Hall on Monday 17<sup>th</sup> August 2015 at 7.30pm.

**Present:** Cllr S Page, Cllr D Ashlee, Cllr A Clement, Cllr C Graham, 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, 0 members of the public.

<b>HPC1508/01 Apologies:</b> Cllr Hehir, Cllr L Holmes, PCSO Adams.	
<b>HPC1508/02 Declarations of interest:</b> Cllr D Meekings re quote for maintenance works 05.01	
<b>HPC1508/03 Public Recess:</b> <b>Babergh District Council:</b> Cllr Rose had looked into reports of development in Clench Road but no visible issue was found. BDC are writing a new tenancy charter which will apply to all council house tenants. There is to be a change to the capital investment strategy to allow investments in low risk entities other than A rated banks. People who attend planning committee meetings to provide evidence either in support or against a proposal can now be questioned by the committee members if they deem it necessary. Cllr Rose will be continuing to represent the area on the SCH JAC and partnership committee. Cllr Davis from Shotley will also be on the JAC so the whole peninsula will be covered. Notice has been given that the Police (PCs or PCSOs) will not be attending Parish Council meetings in future unless there is something specific to be discussed. The monthly crime report will no longer be sent to the Parish, this will be available on the Police website. Cllr Rose provided an update on planning applications and enforcement currently in progress. Cllr Ingleton asked whether there was a response time to reports of fly-tipping as numerous reports have been made about sites around the parish. Cllr Ashlee asked whether there was any penalty for beginning to build before planning permission was granted, as long as retrospective approval is obtained there is no penalty. Suffolk County Council: Cllr Wood also spoke about the non-attendance of the Police at routine meetings. The next SNT priority setting meeting in September will be the last so there will be no public contact with the Police on the peninsula unless a crime is committed. Members of the public are encouraged to attend the next SNT meeting (1930 16 <sup>th</sup> September at East Bergholt High School) to comment on this. It is now permissible for screw top caps to be left on glass bottles when recycling. The different rules around the County about putting food waste in brown bins are in place because of the different methods of composting used. BDC and MSDC use wind-blown composting so no food waste is allowed.	
<b>HPC1508/04 To approve Minutes of the Parish Council meeting held on 20<sup>th</sup> July 2015.</b> It was proposed by Cllr Ingleton and seconded by Cllr Graham, that the minutes of the meeting held on Monday 20 <sup>th</sup> July 2015 be approved. Those who had attended that meeting were in favour.	

<p><b>HPC1508/05 Matters Arising:</b></p> <p>Reade Field:</p> <p><b>05.01</b> A quote had been received for replacement of the wooden beam noted in the RoSPA inspection as urgent. This was from the original installers and was for £250. It was agreed that this should be carried out as soon as possible.</p> <p>Cllr Page and Cllr Ingleton presented their report to the meeting. The quality of the workmanship of the newly supplied equipment was questioned. A site meeting is to be arranged with the installers in the first instance to discuss this.</p> <p>A list of further actions required were agreed, some with greater urgency than others. The Clerk is to arrange for quotes for all the actions required including remarking the basketball court, researching alternative surfaces, repainting the metal items, replacing the bench which has been removed by the original donor, works to the zip wire, re-roofing of the flat roof of the pavilion, treating the wood on the remaining items of equipment.</p> <p>A quote had been received from All Seasons Landscaping for hedge cutting around the Reade Field and down the lane beside the field. Because of the amounts involved, three quotes are required to comply with financial regulations. Clerk to arrange.</p> <p>Roads and Footpaths:</p> <p><b>05.02</b></p> <p>05.02.01 Ramblers Path Watch survey. Following further research, it was agreed that the Path Watch survey would be advertised on the website and noticeboards, but that the P3 group were already carrying out this function and did not currently require further assistance.</p> <p>05.02.02 It was agreed to replace the missing dog bin in Petticoat Lane on a like for like basis. The cost of the bin would be £179 plus VAT. Proposed Cllr Ashlee, Seconded Cllr Martin all in favour.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p><b>HPC1508/06 Correspondence:</b></p> <p><b>06.01 Ipswich Road Development, Section 106 settlement</b></p> <p>Cllr Page outlined the main aspects of the 106 settlement and confirmed that ongoing communication will be maintained with BDC so that HPC are aware of expectations and agreements for example hours of work. It would also be usual for HPC to be consulted on the street naming. £15000 has been granted for improvements to the Reade Field in lieu of a play area being installed on the Ipswich Road site. This will be available via BDC prior to the 19<sup>th</sup> dwelling being occupied.</p> <p>The whole settlement document is available on the BDC planning database, Clerk to circulate.</p> <p><b>06.02 Aviva Tour:</b> The Aviva Men’s Cycle Tour will be passing through Holbrook on 12<sup>th</sup> September between approximately 1507 and 1552. There will be rolling road closures around this time. Event to be advertised on the noticeboards.</p>	<p>Clerk</p> <p>Clerk</p>
<p><b>HPC1508/07 Finance:</b></p> <p><b>07.01 Current bank balance:</b> The current Lloyds account balance is £10,742.23.</p>	

<p><b>07.02 Payments to be authorised:</b> Cheques for the following amounts were approved, proposed by Cllr Graham and seconded by Cllr Ingleton, all in favour. Mrs F Rolfe (salary) £533.57, All Seasons Landscaping (Reade Field maintenance) £80, EFMS £265.96 and £53.32 (Reade Field quarterly grass cutting)</p>	
<p><b>HPC1508/08 Planning Matters:</b></p> <p><b>Decisions as notified by Babergh District Council:</b> B/14/01288 Ipswich Road, Holbrook – Erection of 78 dwellings B/14/01608 Alpha, Ipswich Road, Holbrook, IP9 2QT - Erection of two storey extension B/15/00596 Tall Trees, Ipswich Road, Holbrook, IP9 2QT – Construction of rear dormer extension</p> <p><b>Considerations:</b> B/15/00857 Holbrook Post Office, Ipswich Road, Holbrook IP9 2QR - Change of use to dwelling house: No objections to change of use. Concerns about vehicular access/egress to be dealt with by Highways. B/15/00881 Birchcroft, Alton Green, Lower Holbrook, IP9 2RN – Erection of single storey rear extension and balcony: no objections.</p> <p><b>Notified prior to meeting:</b> B/15/01019 2 Holm Oak, Denmark Gardens, Holbrook IP9 2BH – Prune 1 Lime tree, covered by TPO BT112: Refer to Tree Warden and accept his recommendation. Clerk to update Councillors on this decision.</p>	<p><b>Clerk</b></p>
<p><b>HPC1508/09 Matters raised by members present:</b> Cllr Ashlee: Currently no issues with the bus shelters. Cllr Martin: Reports of speeding from concerned parishioner as speed limit sign on Church hill is obscured. Cllr Martin to investigate the signs and report back to the Clerk if necessary. Cllr Page is aware that a white gate-type village sign will be placed at the Woodlands end of the village. It was not considered appropriate to request painted limit signs on the road, these would have to be paid for by HPC and were too urban for the village. Cllr Peck: White markings have been painted across the top of the Academy drive to indicate that pedestrians may be crossing. There were rumours that the Buzabout service was to be withdrawn. Cllr Wood said that this was not being planned, but it is a case of use it or lose it potentially. Service to be advertised on website.</p>	<p><b>Cllr Martin</b></p> <p><b>Clerk</b></p>
<p><b>Date of the next meeting:</b> The next meeting will be on 21<sup>st</sup> September 2015 at 1930 in the Village Hall.</p> <p><i>The meeting closed at 2050.</i></p> <p>Chairman ..... Date .....</p>	