

## HOLBROOK PARISH COUNCIL

**Minutes of the meeting of Holbrook Parish Council held in the Village Hall on Monday 20<sup>th</sup> April 2017 at 7.30pm.**

**Present:** Cllr J Ambrose (Chair), Cllr B Ball, Cllr C Graham, Cllr T Gray, Cllr S Hehir, Cllr Holmes, Cllr S Ingleton, Cllr D Martin, Cllr S Peck, Cllr S Sawyer, Cllr J Springall.

**In attendance:** Mrs F Rolfe (Clerk), District Councillor D Rose, County Councillor D Wood (left at 1940), no members of the public.

<p><b>HPC1704/01 Apologies:</b> None.</p>	
<p><b>HPC1704/02 Declarations of Interest:</b> None.</p>	
<p><b>HPC1704/03 Public Forum:</b>  <b>Babergh District Council:</b> Cllr Rose reported that the Alton Water mobile phone mast planning application has been approved. At the next BDC meeting a vote will be taken on changing the structure of the Council from committee to cabinet style. He confirmed that the potential for boundary changes within the District should have no effect on the Parish boundary.  <b>Suffolk County Council:</b> Cllr Wood has arranged for traffic counts to be undertaken but this can't happen until after the election for legal reasons. He has met recently with Highways representatives in Holbrook. The potholes in The Street do not meet the minimum size for repair at present, although if damage to persons or vehicles is reported this would change the priority. The stretch of Ipswich Road which was not resurfaced will have temporary repairs made to the worst damaged areas. Cllr Wood will continue to apply pressure about this depending on the outcome of the election 4<sup>th</sup> May.</p>	
<p><b>HPC1704/04 To approve Minutes of the Parish Council meeting held on 20<sup>th</sup> March 2017:</b> It was proposed by Cllr Ingleton and seconded by Cllr Martin, that the minutes of the meeting held on Monday 20<sup>th</sup> March 2017 be approved. Those who had attended that meeting were in favour.</p>	
<p><b>HPC1704/05 Business remaining from previous meetings:</b>  <b>5.01 Reade Field Improvement Project:</b> A meeting had taken place with Fenland Leisure, awaiting quotes from them for various repairs and improvements. A Bring and Share event will take place on 3<sup>rd</sup> June, all profits to the Reade Field improvement fund.  <b>5.02 Speeding issues update:</b> As per Cllr Wood's report above. Community Speedwatch will be raised at the Annual Parish Meeting.  <b>5.03 Quotes received for grass cutting on the Reade Field:</b> Three quotes had been received for the work but one withdrew because of the timescales involved. It was resolved that the quote from Mr O Abbott would be taken up, subject to confirmation of appropriate insurance. Mr G Boon is to be formally thanked for his work for the parish, and support provided to the Clerk, for many years.  <b>5.04 Alton Green update:</b> A decision had been taken by the Chairman and the Clerk to commission a partially-fallen tree to be dealt with in response to a request from a resident. This was in accordance with the Financial Regulations and the work had been carried out on 24<sup>th</sup> April. Cllr Ambrose had contact Mr Wrinch about moving the spoil from the pond clearance and this has begun. Cllr Ball provided an update on the area of the Green which had been used as access to Vine Cottage during building works. Cllr Ball and Cllr Ambrose will meet the current and previous owners to establish the boundary and discuss options for reinstatement, which it is hoped will improve upon the area of brambles removed. They will report back to the next meeting before any decisions are made.  <b>5.05 Adoption of phone box in Clench Road:</b> It was resolved that a budget of up to £30 could be spent on shelving for the book exchange. Cllr Sawyer has been liaising</p>	<p style="text-align: center;"><b>Cllr Ambrose</b></p> <p style="text-align: center;"><b>Clerk</b></p> <p style="text-align: center;"><b>Cllr Ball/Ambrose</b></p>

<p>with Ms Shenton who is organising the project.</p> <p><b>5.06: Update on approach to Costa for funding:</b> A response had been received from Costa confirming that they do not have a community fund which could be used for local litter issues. It was agreed that the Clerk would enquire about the need for advertising consent for the large Costa cup outside the Co-op.</p>	Clerk																												
<p><b>HPC1704/06 Correspondence received requiring a response and new business:</b></p> <p><b>6.01 Housing White Paper:</b> Councillors discussed the issues and expressed general disapproval of the ideas contained within it. Specifically, in response to questions 8 and 12, they felt that no piecemeal changes should be made to the NPPF. They did however support Q17 regarding strengthening Neighbourhood Plans.</p> <p><b>6.02 Babergh District Council's call for sites:</b> Councillors noted the sites identified in the call for sites document.</p>	Clerk																												
<p><b>HPC1704/07 Finance:</b></p> <p><b>7.01 Financial report from Responsible Financial Officer:</b> A report was presented by the RFO, there were no questions. Cllr Graham completed the bank reconciliation check and signed off quarter 4.</p> <p><b>7.02 Payments to be authorised:</b> Payments for the following amounts were approved, proposed by Cllr Holmes and seconded by Cllr Gray, all in favour.</p> <table border="1" data-bbox="132 779 1099 1070"> <tr> <td>118</td> <td>29/03/2017</td> <td>SALC Training Course</td> <td>£ 19.20</td> </tr> <tr> <td>1</td> <td>09/04/2017</td> <td>Eon (Pavilion Electricity Bill)</td> <td>£ 11.36</td> </tr> <tr> <td>2</td> <td>24/04/2017</td> <td>Community Action Suffolk subscription</td> <td>£ 30.00</td> </tr> <tr> <td>3</td> <td>24/04/2017</td> <td>Mrs F Rolfe (Clerk's salary)</td> <td>£ 544.28</td> </tr> <tr> <td>4</td> <td>24/04/2017</td> <td>Mr P Goodchild (Caretaker's salary)</td> <td>£ 163.30</td> </tr> <tr> <td>5</td> <td>24/04/2017</td> <td>Post Office Ltd (HMRC PAYE)</td> <td>£ 40.80</td> </tr> <tr> <td>6</td> <td>24/04/17</td> <td>HighCutz (Alton Green treework)</td> <td>£ 150.00</td> </tr> </table>	118	29/03/2017	SALC Training Course	£ 19.20	1	09/04/2017	Eon (Pavilion Electricity Bill)	£ 11.36	2	24/04/2017	Community Action Suffolk subscription	£ 30.00	3	24/04/2017	Mrs F Rolfe (Clerk's salary)	£ 544.28	4	24/04/2017	Mr P Goodchild (Caretaker's salary)	£ 163.30	5	24/04/2017	Post Office Ltd (HMRC PAYE)	£ 40.80	6	24/04/17	HighCutz (Alton Green treework)	£ 150.00	
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<p><b>HPC1704/08 Planning Matters:</b></p> <p><b>8.01 Update on the status of planning applications, appeals, enforcement referrals and plans previously reviewed:</b></p> <p>The minutes of the Planning Committee Meeting held on 3<sup>rd</sup> April were considered and approved as a true record by those who had been in attendance, proposed by Cllr Ball and seconded by Cllr Martin.</p> <p>B/17/00248 Brook House, Harkstead Road, Lower Holbrook IP9 2RJ: Granted</p> <p><b>8.02 Consideration of planning applications received:</b></p> <p>B/17/00908 Wisteria House, Ipswich Road, Holbrook IP9 2QR: Erection of single storey front and side extensions (following demolition of existing). <b>Recommend Approval.</b></p>	Clerk																												
<p><b>HPC1704/09 Councillors Reports:</b></p> <p><b>9.01: Councillors activities since the last meeting:</b> None</p> <p><b>9.02: Reports from Councillors relating to the Parish:</b></p> <p>Cllr Sawyer: A large sign advertising St Mary's Care Home has been erected on the junction of Woodlands Road. Does this need consent?</p> <p>Cllr Ingleton: A number of road signs on Church Hill are either dirty, covered by overhanging branches or both.</p>	Clerk Clerk																												
<p><b>HPC1704/10 Items for future agenda:</b></p> <p><b>May:</b> Update on Alton Green meeting.</p>	Clerk																												
<p><b>HPC1704/11 Date of the next meeting:</b></p> <p>The next meeting of the Parish Council will be on 15<sup>th</sup> May 2017 at 1930 in the Village Hall. This will be the annual meeting of the Council.</p> <p>The meeting closed at 2040.</p> <p>Chairman ..... Date .....</p>																													