

HOLBROOK PARISH COUNCIL

Minutes of the meeting of Holbrook Parish Council held in the Village Hall on Monday 11th December 2017 at 7.30pm.

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

In attendance: Mrs Linda Goodyear (Clerk), District Councillor D Rose and County Councillor D Wood.

<p>HPC1712/01 Apologies: Cllr L Holmes</p>	
<p>HPC1712/02 Declarations of Interest: None</p>	
<p>HPC1712/03 Public Forum: Babergh District Council: District Councillor Rose reported to the Council that the Consultation Process has begun relating to Babergh and Mid Suffolk District Councils working together, under the heading 'One Council for the Heart of Suffolk'. Part of the process will be a telephone survey to residents. He also advised that a Babergh Council meeting has been planned to review how the consultation process is being undertaken. Suffolk County Council: County Councillor David Wood firstly apologised that the Speeding Survey had not been completed. He had personally chased this matter and was notified that the information had been lost during the restructuring process. He is hopeful that the Survey will be completed after the Christmas period. He also gave updates on the 2018-19 Budget Proposals, Proposals regarding Home to School Transport, the Sale of the West Meadows to the current residents and the Education and Learning Infrastructure Plan. Residents: None in attendance.</p>	
<p>HPC1712/04 To consider and approve Minutes of the Parish Council meeting held on 20th November 2017: It was proposed by Cllr Ball and seconded by Cllr Ingleton, that the minutes of the meeting held on Monday 20th November 2017 be approved. All were in favour.</p>	
<p>HPC1712/05 Business remaining from previous meetings and ongoing projects: 5.01 To receive an update on the Speeding Survey Please see comments above from District Councillor Rose. 5.02 To receive an update on the Parking outside the Doctors Surgery An email request was sent to the Practice Manager regarding the concerns over the parking and a kind response was received advising of the issues and action already taken. It was agreed that Cllr Ambrose and the Clerk would meet with the Practice Manager in the new year to see what support the Parish Council could provide. This issue has also been reported to the SCC Highways Department. In addition, the Council requested that the Local Neighbourhood Team be contacted. Any further concerns or complaints should be forwarded to the Clerk. 5.03 To receive an update on the Reade Field Project Cllr Ingleton advised that further quotes were still required. The new bulbs have now all been planted. Cllr Ambrose advised that there were safety issues relating to the cross bars and these will need to be removed and he will take this forward as an action. 5.04 To receive an update on the last meeting of the Neighbourhood Planning Group Cllr Ambrose advised that the meeting took place on the 21st November and roles and responsibilities were established. Marek Pawlewski will be the Chair and Cllr Ambrose will take the role of Vice Chair. One of the key areas of work for the Group, will be engaging with stakeholders. The next meeting is planned for the 23rd January 2018 and minutes of the meetings will be available, in due course.</p>	<p>Cllr Ambrose & Clerk</p> <p>Cllr Ambrose</p>
<p>HPC1712/06 Correspondence received requiring a response and new business: 6.01: Councillor Vacancy: Cllr Ambrose advised that the notice of casual vacancy expired on the 23rd November, therefore the vacancy can be advertised on a co-option basis. This will be advertised via social media and he kindly asked Councillors to talk to residents in the local community to raise awareness of the vacancy and the role.</p>	<p>All</p>

 15/1/18

6.02 To agree dates for next year's Parish Council Meetings: The Clerk circulated dates for all the meetings in 2018/19. The Village Hall will be booked as the location for the meetings. All were agreed.

6.03 Website Update: The Clerk advised the Council of the changes that were planned for the Holbrook Website, including new photographs.

HPC1712/07 Finance:

7.01 Financial report from Responsible Financial Officer: A report was presented by the RFO, there were no questions.

7.02 Payments to be authorised: Payments for the following amounts were proposed to be made by Cllr Ingleton and seconded by Cllr Sawyer, approved by all present.

83	11/12/2017	SALC Training Course (Linda Goodyear)	£26.40
84	11/12/2017	Mrs Goodyear (Clerks Salary)	£544.28
85	11/12/2017	Mr P Goodchild (Community Caretaker Salary)	£163.30
86	11/12/2017	Post Office Ltd (HMRC PAYE)	£40.80
87	11/12/2017	Eon Electricity Bill	£11.80
88	11/12/2017	SALC Training Course (Cllr Ball)	£120.00

7.03 To consider and approve the 2018/19 budget. The Clerk presented the Proposed Budget for 2018/19, which had been discussed at length and produced by the Finance Working Group. It was proposed by Cllr Sawyer and seconded by Cllr Peck that the budget be agreed and it was approved by all present.

HPC1712/08 Planning Matters:

8.01 Update on the status of planning applications, appeals, enforcement referrals and plans previously reviewed:

DC/17/04702 Pettwood, Ipswich Road, Holbrook, Ipswich Suffolk IP9 2QT Decision - No development/works shall be commenced above slab level until precise details of the manufacturer and types and colours of the external facing and roofing materials to be used in construction have been submitted to and approved, in writing, by the Local Planning Authority.
Reason - To secure an orderly and well-designed finish sympathetic to the character of the existing building(s) and in the interests of visual amenity and the character and appearance of the area.

DC/17/04918 Land Adjacent to Church Green Cottages Church Hill Holbrook Suffolk IP9 2QP. Outline Planning Application for four detached dwellings. Pending Decision.

8.02 Consideration of planning applications received: None

HPC1712/09 Councillors Reports:

9.01: Councillors activities since the last meeting:

Cllr Ambrose submitted comments on behalf of the Council and a personal submission in relation to the Boundary Commission Report.

Cllr Ball advised that he had attended the SALC Data Protection Training and had found it very informative and provided the Council with a summary. He has met with a representative from the Suffolk Wildlife Trust and gave the Council a summary of their findings and suggestions in relation to the Pond and surrounding area. Cllr Ball will investigate costs and also the option to undertake a census and will provide an update at future meetings.

Cllr Gray raised his concern over parking around the school. The Council discussed this matter and agreed it should be an agenda item for a future meeting.


Cllr Sawyer attended Holbrook Academy on the 22nd November to present an award to a pupil for fulfilling their potential. On the 7th December he attended the Alton Water User Group and he gave a summary to the Council on the projects they are planning to undertake.

9.02: Reports from Councillors relating to the Parish:

Cllr Ball raised the issue of the Alton Water Management Group which met in October but as yet no minutes have been received. The Clerk was asked to contact the Chair of the group for a copy of the minutes so that they can be circulated.

Clerk

Clerk

 15/11/18

HPC1712/10 Items for future agenda:

Parking concerns in the village

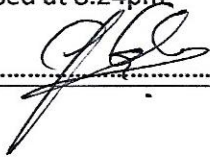
Samantha Lanier War Memorial report will now be included in the February Meeting.

HPC1711/11 Date of the next meeting:

The next meeting of the Parish Council will be on 15th January 2018⁽¹⁾ at 1930 in the Village Hall.

The meeting closed at 8.24pm

Chairman



Date

15/1/18