

HOLBROOK PARISH COUNCIL

Minutes of the meeting of Holbrook Parish Council held in the Village Hall on Monday 16th April 2018 at 7.30pm.

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

In attendance: Mrs Linda Goodyear (Clerk), District Councillor D Rose, County Councillor D.Wood, Robert Allison and 3 members of the public.

<p>HPC1804/01 Apologies: Cllr S Peck and Cllr G.Abbott, due to work commitments.</p>	
<p>HPC1804/02 Declarations of Interest: None</p>	
<p>HPC1804/03 Public Forum: Babergh District Council: District Councillor Rose advised the Council that he had responded to the draft recommendation for ward Boundaries in Babergh, with his suggestions. He then went onto to advise that Babergh have announced that work on the potential merger will cease, in the next financial year. He will keep the Council updated on any further announcements. The issue of the parking on Clench Road, remains outstanding, as he is still awaiting a response from the relevant Babergh department. Suffolk County Council: County Councillor David Wood had circulated his April Parish Report previously to all Councillors but did provide a summary at the meeting. Cllr Gray asked for an update on the speeding survey and County Councillor David Wood advised that he had authorised the expenditure from his budget and the survey is now in the queue to be undertaken. Residents: A discussion took place regarding the Legacy Tree and the location that it should be planted and how it can be protected. It is intended that a planting ceremony will be arranged and a plaque to be placed at the site in the Millennium Garden. Cllr Ball raised the issue of the tree he has that was kindly donated by the trust and the issues relating to the location of it being planted, on the green. Robert Allison (Tree Surgeon) agreed to review and come up with a suggestion about the best place for it to be planted and will liaise directly with Cllr Ball.</p>	<p>District Cllr Rose</p>
<p>HPC1804/04 To consider and approve Minutes of the Parish Council meeting held on 19th March 2018: It was proposed by Cllr Ingleton and seconded by Cllr Martin, that the minutes of the meeting held on Monday 19th March 2018, be approved. All were in favour.</p>	
<p>HPC1804/05 Business remaining from previous meetings and ongoing projects: 5.01 To receive an update on the actions from the previous meeting: Cllr Ambrose advised that Cllr Gray and himself had been working on a response on behalf of the Council to the Draft recommendation for ward Boundaries in Babergh. The deadline is the end of April. A draft response is still being worked on and Cllr Ambrose gave a brief outline of the contents. District Council Rose had already provided an update on the Clench Road Parking. All other actions had been completed. 5.02 To receive an update on the Reade Field Project: Cllr Ingleton advised that she was preparing all the prices for the work required to the Reade Field. Mr O.Abbott will be starting the work on the play area maintenance, very soon. Cllr Ingleton also gave an update on the flower planting and the issue of the damage to the daffodils, which had been very disappointing as the planting was done by the local school children. Cllr Ambrose raised the issue of the grass cuttings being dumped onto the Reade Field. It was agreed that the Clerk would write a letter to residents about the issue and it would be hand delivered to all house around the Field. 5.03 To receive an update on the Neighbourhood Plan: Cllr Ambrose advised that the Holbrook Neighbourhood Plan is now registered with Babergh District Council and all details can be viewed by the public on our website and theirs. Details can also be found on the village noticeboards. The Chairman of the group will provide an update to residents at the Annual Parish Meeting, this week. It has been planned that all meetings will take place prior to the HPC meetings, so that an update can always be provided. Funding options are also being explored. The referendum will be paid for by Babergh District Council and the current date being explored</p>	<p>Clerk</p>

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is September 2019. The Terms of reference for the group is being drafted and once completed will be circulated to the Council.

5.04 To receive an update on the arrangements for the Annual Parish Meeting: Cllr Ambrose walked the Council through the Agenda for Wednesdays meeting. He welcomed everyone to attend.

HPC1804/06 Correspondence received requiring a response and new business:

6.01 Approval of the Vertas Ground Maintenance Contract 2018/19. The Clerk advised last year the contract had been £637 and the new price for 18/19, was £654.74. Cllr Ambrose advised that he personally had been pleased with the standard of grass cutting, to which other Councillors agreed. The contract being approved was proposed by Cllr Ingleton and seconded by Cllr Hehir. All were in favour. The contract was signed by Cllr Ambrose.

HPC1804/07 Finance:

7.01 Financial report from Responsible Financial Officer: The RFO advised the Council of the opening and closing balances for the year ending 31ST March 2018. Formal accounts will be brought to the next meeting to be signed off. A virement to reserves is still required. There is income still outstanding from Babergh District Council regarding the Community Caretaker. There was a query over hours, which has been actioned. The accounts are to be finalised and sent to the Internal Auditor in May. The Clerk went onto to discuss GDPR and our option to purchase the DPO Centre resource. She is due to attend an assessment meeting in May. A financial 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 Martin, approved by all present.

1	16/04/2018	Mrs L.Goodyear (Travel Expenses)	£18.90
2	16/04/2018	Mrs L.Goodyear (Clerks Salary)	£544.28
3	16/04/2018	Mr P Goodchild (Community Caretakers Salary)	£163.30
4	16/04/2018	HMRC	£40.80
5	16/04/2018	SALC	£60.00
6	16/04/2018	SALC &NALC Subscription	£610.33
7	16/04/2018	SCC	£4100.59
8	16/04/2018	CAS Insurance (Pavillion)	£247.94
9	16/04/2018	SALC Network Event	£19.20

HPC1804/08 Planning Matters:

8.01 To receive an update on the status of planning applications, appeals, enforcement referrals and plans previously reviewed:

DC/17/06037 – Erection of 30 Dwellings. Land to the North of Woodlands Road, Holbrook, Ipswich, IP9 2PS. *Pending Decision*

DC/18/00254 - Romney Lodge, Alton Green, Holbrook, Ipswich Suffolk IP9 2RN. Erection of single storey side extension and porch extension (following removal of existing conservatory). *Granted*


DC/18/00305 - Reed Hall, Ipswich Road, Holbrook, Ipswich Suffolk IP9 2QR. Planning Application - Change of use of outbuilding to Class C1. *Granted*

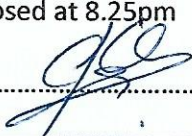
DC/18/01046 - Great Oaks, Church Hill, Holbrook, Ipswich Suffolk IP9 2P. Works to trees protected under Tree Preservation Order BT285 - T1 (Holm Oak) - 20% Crown reduction. *Granted*

8.02 To consider planning applications received:

DC/18/01256 -Outline Planning Application (Access to be considered) - Erection of 4No. dwellings and vehicular access. Land Adjacent to Church Green Cottages Church Hill Holbrook IP9 2QP.

Cllr Ambrose advised that this application previously came to the Council last year and was refused. The Council discussed the reasons raised previously in depth and concluded that the existing issues remained. Councillors **resolved to recommend rejection** of this application as Area of Natural Beauty, SSI, Outside the Village Boundary, Entrance not suitable and Parking

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<p>on Road an issue. This was proposed by Cllr Sawyer and seconded by Cllr Graham. All were in favour.</p> <p>DC/18/01119 - Householder Application. Erection of single storey side and two storey rear extension. Rendering of existing brickwork facade. Lowlands Ipswich Road Holbrook Ipswich Suffolk IP9 2QT.</p> <p>Cllr Ambrose provided an outline of the application to the Council. Cllr Gray provided further detail including that the roofline was no higher than the existing roof. Cllr Graham's only concern was about losing smaller housing stock in the village, due to houses being extended but this is not a reason to reject the application more a general issue. It was resolved to recommend approval of the application. Proposed by Cllr Gray and seconded by Cllr Sawyer. Six Councillors in favour and three had no comment.</p>	
<p>HPC1804/09 Councillors Reports:</p> <p>9.01: Councillors activities since the last meeting:</p> <p>Cllr Ambrose advised that representatives from the Council had been invited by MP James Cartlidge to attend a meeting on the 20th April to discuss the importance of Neighbourhood Plans. Cllr Gray and the Chairman of the Neighbourhood Planning Group will attend. He also advised that the Swan Public House has opened, and the owners are very keen for it to be a community pub and wish to meet the needs of all local residents.</p> <p>Cllr Sawyer attended the Babergh East Police Forum on the 11th April and gave an update on the issues discussed. There were concerns over the number of burglaries on the peninsular and sheep going missing. He also provided details on the speeding figures which will be given to the Clerk to circulate.</p> <p>Cllr Ball provided an update on the work required to Alton Green which is scheduled to take place in the Autumn, when nature activity has been completed. The management plan for Alton Green has started to be drafted and has been sent to the Chair and Vice Chair for comment.</p> <p>9.02: Reports from Councillors relating to the Parish: As 9.01 above.</p>	
<p>HPC1804/10 Items for future agenda: None</p>	
<p>HPC1804/11 Date of the next meeting:</p> <p>The next meeting of the Parish Council will be on 21st May 2018 at 1930 in the Village Hall.</p> <p>The meeting closed at 8.25pm</p> <p>Chairman  Date 21/5/18</p>	