

HOLBROOK PARISH COUNCIL

Minutes of the meeting of Holbrook Parish Council held in the Village Hall on Monday 18th February 2019 at 7.30pm.

Present: Cllr J Ambrose (Chair), Cllr S Ingleton, Cllr D Martin, Cllr Ball, Cllr S Heir and Cllr G Abbott.

In attendance: Mrs Linda Goodyear (Clerk), County Councillor Wood, District Councillor D Rose and 11 Residents.

<p>HPC1902/01 Apologies: Cllr C Graham, Cllr Peck, Cllr Gray and Cllr Sawyer due to family and work commitments.</p>	
<p>HPC1902/02 Declarations of Interest: None.</p>	
<p>HPC1902/03 Public Forum: Babergh District Council: District Councillor Rose advised that there is a full Council meeting tomorrow, to agree the budget for 2019/20. They will also be investing 25 million pounds in Swift Co, which is the commercial arm of Babergh/Midsuffolk District Council, which invest in commercial properties. Suffolk County Council: County Councillor Wood had circulated his February Parish Report previously to all Councillors. He provided a summary for those present. He advised that the final consultation on the AONB order to extend the peninsular will end in 6 weeks. This is the last opportunity to state anything new in relation to the final draft and then it will hopefully go through. He congratulated the Parish Council on the new speed sign, and he confirmed that he will reimburse 50% of the cost. Residents: Questions were raised and answered during the presentation by Anglian Water, later in the minutes.</p>	
<p>HPC1902/04 To consider and approve Minutes of the Parish Council meeting held on 21st January 2019: It was proposed by Cllr Ingleton and seconded by Cllr Martin, that the minutes of the meeting held on Monday 21st January 2019, be approved. All were in favour.</p>	
<p>HPC1902/05 Business remaining from previous meetings and ongoing projects: 5.01 To receive an update on the actions from the previous meeting: Cllr Ambrose went through the actions and updated the Council where applicable. 5.02 To receive an update on the Reade Field Project and to agree change of the Reade Field sub-committee to a working group, reporting back to the Council: Cllr Ambrose advised of the benefits of changing to a working group, which will allow all interested parties e.g. Scouts and Football clubs to become members. All actions can then be brought to the Parish Council for agreement. All were in favour of the change. 5.03 To receive an update on the Neighbourhood Plan: Cllr Ambrose advised that the Holbrook Neighbourhood Plan Public Consultation event, will take place in the village hall on Saturday 23rd February 2019. It is an opportunity for residents to have a say about the development of the village, in the future.</p>	
<p>HPC1902/06 Correspondence received requiring a response and new business: 6.01. Presentation and update from Anglian Water: Three representatives from Anglian Water kindly attended the meeting and provided a presentation outlining the issues and events following the major leak on Primrose Hill, on the 18th December 2018. They were pleased to advise that following this incident and those previously the funding required to update the water mains had been fast tracked and £810,000 worth of investment, had been approved. The work is hoped to be started in April 2019 and will take around 38 weeks to complete. They will be replacing 2158 metres of asbestos/concrete and PVC water main pipes with new HPPE pipes. Residents responded with questions, which were answered in detail as much as was possible at this time, by Anglian Water. Overall, the response from residents in attendance was positive. Anglian Water advised that they will ensure communication continues and that residents are kept informed of the planned works. Cllr Ambrose thanked Anglian Water for taking the time to attend the meeting and for bringing good news.</p>	

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6.02 Update on Election Process

The Clerk advised that the nomination packs were now available for the elections and copies were circulated. It was agreed that the Clerk would hand deliver any forms to Babergh District Council on the 20th March 2019. Every effort is being made to advise residents of the local elections and to encourage them to put a nomination forward.

6.03 To discuss arrangements for the Annual Parish Meeting

Cllr Ambrose advised that the Annual Parish Meeting is planned for Wednesday 17th April 2019, at 7.30pm. The Holbrook Boat Owners Association and Village Hall Committee will have their AGM's prior to the meeting at 7.00pm. If anyone is aware of any local groups who would like a stand or to read a report about the good work of their organisation, please let the Clerk know.

6.04 Update on Clerk's CiLCA Qualification

The Clerk advised that she has just started her CiLCA qualification as agreed in her contract of employment. It can take up to a year to completed so may have implications on the General Powers of Competency which will expire in May, following the Elections.

HPC1902/07 Finance:

7.01 Financial report from Responsible Financial Officer: A financial report was presented by the RFO. Cllr Ingleton raised the issue of the overspend on the Neighbourhood Plan. The Clerk advised that grant funding had been received. It was agreed that a virement should be made to move the income into the budget for the Neighbourhood Plan.

The Clerk advised that Babergh District Council had confirmed agreement of the Precept of £28,250.00, which will be paid in two instalments. The Community Caretaker had advised of a litter bin that requires repairs or possible replacement. Concerns were raised over the condition of other bins and it was agreed that the Clerk would undertake a review of all bins and the costs and bring further details to the next meeting.

7.02 Payments to be authorised:

Payments for the following amounts were proposed to be made by Cllr Ball and seconded by Cllr Martin, approved by all present. Cllr Ambrose advised that the cheque for the Clerks CiLCA qualification had been signed prior to the meeting to allow her to start as soon as possible.

16/02/2019	Mrs L Goodyear – Parish Clerk Salary	£ 555.16
18/02/2019	Mr P Goodchild – Community Caretaker Salary	£ 163.30
18/02/2019	HMRC – PAYE	£ 40.80
18/02/2019	Mrs L Goodyear – Clerks Expenses	£ 43.41
18/02/2019	E-on – Pavilion Electricity	£ 11.52
18/02/2019	Suffolkbiz – Website Support and Hosting	£ 100.00
18/02/2019	SALC – CiLCA Training	£ 240.00
18/02/2019	SLCC – CiLCA Registration	£ 350.00
18/02/2019	Vertas – Grounds Maintenance Q4	£ 70.70
18/02/2019	A.Rodwell - 1 st Prize Lottery Winner	£ 51.75
18/02/2019	C.Kemp - 2 nd Prize Lottery Winner	£ 47.00
18/02/2019	F.Sawyer - 3 rd Prize Lottery Winner	£ 20.70

Clerk

HPC1902/08 Planning Matters:

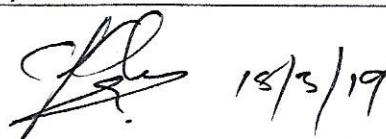
8.01 To receive an update on the status of planning applications, appeals, enforcement referrals and plans previously reviewed:

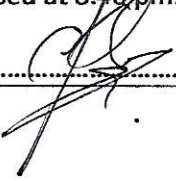
DC/18/05262 - Householder Planning Application. Erection of a two-storey side extension and extension of existing dropped kerb. 17 Clench Road, Holbrook, Ipswich, Suffolk IP9 2PP. **Granted.**

DC/18/05228 - Outline Planning Application. Erection of 7 No. dwellings. Location: Land East Of, Ipswich Road, Holbrook, IP9 2QT. **Granted**

08.02 To consider planning applications received:

DC/19/00432 - Householder Planning Application. Erection of a single storey rear extension. 4 Firebronds Road, Holbrook, Ipswich, Suffolk IP9 2TP. Cllr Ambrose gave an outline of the application, which was discussed in detail. In conclusion, Councillors **recommended approval**. It was proposed by Cllr Ball and seconded by Cllr Abbott. All were in favour.



<p>DC/19/00195 - Application for Listed Building Consent. Erection of a single storey extension. Browns Farm, The Street Holbrook, Ipswich, Suffolk IP9 2PX. Cllr Ambrose gave an outline of the application, which was discussed in detail. In conclusion, Councillors recommended approval. It was proposed by Cllr Ball and seconded by Cllr Martin. All were in favour.</p> <p>DC/19/00194 - Householder Planning Application. Erection of a single storey extension. Browns Farm, The Street Holbrook, Ipswich, Suffolk IP9 2PX. In conclusion, Councillors recommended approval. It was proposed by Cllr Ball and seconded by Cllr Martin. All were in favour.</p> <p>08.03 Appeal APP/D3505/W/18/3206195 - Full Planning Application. Erection of dwelling and garage utilising shared vehicular access. Location: Foxgloves, Harkstead Road, Lower Holbrook, Holbrook Ipswich Suffolk. Awaiting Decision</p>	
<p>HPC1902/09 Councillors Reports:</p> <p>9.01: Councillors activities since the last meeting: Cllr Ambrose advised that the speeding sign is now in place and is currently outside Abbots Way. He advised that Cllr Sawyer is currently working on the final version of the Parish Papers, which will go to print this week.</p> <p>Cllr Ball raised the issue of Dr Dineen's retirement and that his commitment to Holbrook should be recognised and thanked. A discussion took place around starting a collection and contacting other parishes served by Dr Dineen. There was not a majority vote and therefore was not agreed. It was agreed that the Clerk would find out what arrangements the surgery is taking and to purchase a card.</p> <p>9.02: Reports from Councillors relating to the Parish: As 9.01 above.</p>	<p>Clerk</p>
<p>HPC1902/10 Items for future agenda:</p>	
<p>HPC1902/11 Date of the next meeting: The next meeting of the Parish Council will be on 18th March 2019 at 1930 in the Village Hall.</p> <p>The meeting closed at 8.40 pm.</p> <p>Chairman  Date <u>18/3/19</u></p>	