

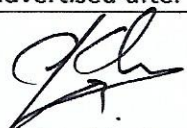
HOLBROOK PARISH COUNCIL

Minutes of the meeting of Holbrook Parish Council held in the Village Hall on Monday 15<sup>th</sup> April 2019 at 7.30pm.

Present: Cllr J Ambrose (Chair), Cllr S Ingleton, Cllr B Ball, Cllr S Peck, Cllr T Gray, Cllr Sawyer and Cllr G Abbott.

In attendance: Mrs Linda Goodyear (Clerk), County Councillor Wood, District Councillor D Rose and 3 Residents.

<p><b>HPC1904/01 Apologies</b> Cllr D Martin due to family commitments.</p>	
<p><b>HPC1904/02 Declarations of Interest:</b> None.</p>	
<p><b>HPC1904/03 Public Forum:</b>  <b>Babergh District Council:</b> District Councillor Rose advised that there was very little to report at the present time. He advised that this would be the last meeting that he would be attending as he was retiring as District Councillor, after 16 years. Cllr Ambrose thanked him on behalf of the Parish Council and for all his hard work and support, it had been very much appreciated.  <b>Suffolk County Council:</b> County Councillor Wood had circulated his April Parish Report previously to all Councillors. He provided a summary for those present. A general discussion took place about the cuts to the mental health budgets and the impact on residents.  <b>Residents:</b> None</p>	
<p><b>HPC1904/04 To consider and approve Minutes of the Parish Council meeting held on 18<sup>th</sup> March 2019:</b> It was proposed by Cllr Ingleton and seconded by Cllr Sawyer, that the minutes of the meeting held on Monday 18<sup>th</sup> March 2019, be approved. All were in favour.</p>	
<p><b>HPC1904/05 Business remaining from previous meetings and ongoing projects:</b>  <b>5.01 To receive an update on the actions from the previous meeting:</b> Cllr Ambrose went through the actions and updated the Council where applicable. The Clerk reported back on the response received from the East of England Co-operative Society regarding extending the Co-op opening times, they had advised that following a detailed review of competitors it became apparent that current opening hours fell short of consumer expectations. The Society trialled extended opening hours in several locations last year and following this successful trial decided to roll it out across the estate. Cllr Ingleton also advised that she had submitted a petition signed by a great number of residents and had also received a very generic response.  <b>5.02 To receive an update on the Reade Field Working Group:</b> The Clerk advised that she had written to many companies asking for quotations for the new equipment for the Reade Field. It is hoped that quotations will be received shortly for the working group to consider and for the funding paperwork to be completed.  <b>5.03 To receive an update on the Neighbourhood Plan:</b> Cllr Gray advised the survey on house type in Holbrook, which forms part of the Neighbourhood Plan had been completed. The Photography Society will be providing pictures for the final plan. Leaflets calling for possible development sites have been delivered to every home and some requests for consideration have already been received. This information will remain confidential at this point. The next stage is to look at policies required and it hoped that it will all be completed by next spring.  <b>5.04 To receive an update on the arrangements for the Annual Parish Meeting -21<sup>st</sup> May 2019:-</b>The Clerk advised details of the agenda as it currently stands and who had agreed to attend and present reports. The Royal Hospital School will kindly be providing the entertainment on the evening. A request for cakes was made as light refreshments will be provided at the end of the meeting.</p>	
<p><b>HPC1904/06 Correspondence received requiring a response and new business:</b>  <b>6.01. Update on Election Result:</b> The Clerk advised that the Holbrook Parish Council election was uncontested. This means that the nominations received did not exceed the eleven seats that are held. The Parish Council received ten nominations, which were all accepted. This means that we sadly say goodbye to Cllr Ball and Cllr Hehir and we will be welcoming Christine Holmes and Melanie Holmes onto the Council. Babergh District Council have advised that new Councillors start on the 7<sup>th</sup> May 2019 for a four-year term. The Parish Council will have one vacancy, which will be advertised after the 2<sup>nd</sup> May 2019. The next meeting on the 20<sup>th</sup> May</p>	

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will be the 1<sup>st</sup> meeting of the new council and there will be various documents for each Councillor to complete prior to meeting commencing. Cllr Gray requested that a full list of all policies and procedure should be circulated to all Councillors, it was agreed that the Clerk will action this. Cllr Ingleton raised a concern about representation from Lower Holbrook with Cllr Ball leaving. Cllr Ball advised that it may be difficult to get a representative from Lower Holbrook and that the recruitment campaign should be targeted in that area.

Clerk

**6.02 Concern over the trees on the Reade Field:** Cllr Ambrose advised that correspondence had been received from two residents that back onto the Reade Field with concerns over particular trees and their proximity to their homes. The local Tree Warden Robert Allison has been kindly asked to visit the sites and to complete reports with recommended action. It is hoped that these reports will be ready for the next meeting of the Council.

**HPC1904/07 Finance:**

**7.01 Financial report from Responsible Financial Officer:** 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 Sawyer and seconded by Cllr Gray, approved by all present.

16/04/2019	Mrs L Goodyear – Parish Clerk Salary	£ 555.16
15/04/2019	Mr P Goodchild – Community Caretaker Salary	£ 163.30
15/04/2019	HMRC – PAYE	£ 40.80
15/04/2019	Mrs L Goodyear – Clerks Expenses	£ 47.84
15/04/2019	War Memorial Grant	£ 200.00
15/04/2019	Suffolk County Council – Street Lighting Costs	£ 4,741.39
15/04/2019	Oliver Abbott – Reade Field Maintenance	£ 100.00
15/04/2019	SALC – Annual Subscription	£ 613.18
15/04/2019	E-ON – Pavilion Electricity	£ 14.61
15/04/2019	1 <sup>st</sup> Prize Lottery Winner	£ 52.75
15/04/2019	2 <sup>nd</sup> Prize Lottery Winner	£ 31.65
15/04/2019	3 <sup>rd</sup> Prize Lottery Winner	£ 21.10

**HPC1904/08 Planning Matters:**

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

**DC/19/00770** - Planning Application. Change of use of existing annex to a holiday let. Mill House Church Hill Holbrook Ipswich Suffolk IP9 2QN. **Granted**

**DC/19/00776** - Application for a Notification for Prior Approval for a Proposed Larger Home Extension. 20 Heathfield Road Holbrook Ipswich Suffolk IP9 2QJ. **Formal approval not required**

**DC/19/00719** - Listed Building Consent - Installation of a 12KW solar PV array to the roof of the store building. The Royal Hospital Holbrook Ipswich Suffolk IP9 2RX. **Granted**

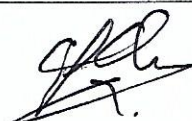
**DC/19/01143** - Planning Application - Erection of a single storey side and rear extension. 19 Mill Rise, Holbrook, Ipswich, Suffolk IP9 2QH. **Awaiting Decision**

**08.02 To consider planning applications received:**

**DC/19/01262** - Householder Planning Application - Erection of a single storey front and rear extension and the erection of a detached cart lodge (resubmission of DC/18/01725). Solway Royal Hospital School Holbrook Ipswich Suffolk IP9 2RU. Cllr Ambrose provided and outline of the application. A discussion took place and it was resolved to **recommend approval** of this application. Proposer Cllr Sawyer and Seconded by Cllr Ingleton. All were in agreement.

**DC/19/01549** - Householder Planning Application - Insertion of French doors to north end gable. The Barn Alton Green Farm Alton Green Holbrook Ipswich Suffolk IP9 2RN. Cllr Ball provided and outline of the application and background information relating to the property. A discussion took place and it was resolved to **recommend approval** of this application. Proposer Cllr Ball and Seconded by Cllr Ingleton. All were in agreement.

**08.03 Appeal APP/D3505/W/18/3206195** - Full Planning Application. Erection of dwelling and garage. Foxgloves, Harkstead Road, Lower Holbrook, Holbrook Ipswich Suffolk. **Awaiting Decision**

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**HPC1904/09 Councillors Reports:**

**9.01: Councillors activities since the last meeting:**

Cllr Ambrose advised that he had attended a meeting with the British Legion and Sam Lanier regarding possible designs for the new war memorial. A discussion took place regarding the different options proposed and Cllr Ambrose advised that the final design will be brought back to the Parish Council for approval. He also advised that the Speeding Sign had stopped working and he had contacted the supplier who were very efficient in resolving the issue. Cllr Ambrose said a big thank you to Cllr Ball and Cllr Hehir for all their support and hard work over the past four years on behalf of the Parish Council. He wished them well for the future. Cllr Ambrose also advised that he is currently looking for quotations to get the Church Green cut on a regular basis.

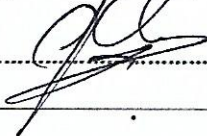
**9.02: Reports from Councillors relating to the Parish: As 9.01 above.**

**HPC1904/10 Items for future agenda: None**

**HPC1904/11 Date of the next meeting:**

The next meeting of the Parish Council will be on 20<sup>th</sup> May 2019 at 1930 in the Village Hall.

The meeting closed at 8.15 pm.

Chairman .....  ..... Date ..... 20/5/19 .....