

HOLBROOK PARISH COUNCIL

Minutes of the meeting of Holbrook Parish Council held in the Village Hall on Tuesday 17th December 2019 at 7.30pm.

Present: Cllr J Ambrose (Chair), Cllr G Abbott, Cllr S Ingleton, Cllr C Sawyer, Cllr D Martin Cllr Peck and Cllr C Graham.

In attendance: Mrs Linda Goodyear (Clerk), District Councillor M McLaren and eight Residents.

<p>HPC1912/01 Apologies: Cllr M Holmes, Cllr C Holmes and County Councillor Wood due to family commitments.</p>	
<p>HPC1912/02 Declarations of Interest: None</p>	
<p>HPC1912/03 Public Forum: Babergh District Council: District Councillor McLaren had circulated her report prior to the meeting. She advised about the new task force set-up with Suffolk County Council and other local Councils in finding funding solutions to the Citizens Advice Service. She went onto provide an overview of the Homelessness Bill and how it was a key priority for Babergh District Council and if anyone is aware of anyone in need, then please let her know. Cllr Ambrose asked about the opening times over Christmas. District Councillor McLaren advised that she investigate and circulate the information to the Clerk. Suffolk County Council: County Councillor Wood had circulated his Parish Report previously to all Councillors. He was not in attendance and therefore Cllr Ambrose provided a brief overview to residents. Residents: A resident raised the issue of the leaks at Lower Holbrook near Brown Cottage which have been running for six weeks. He had contacted both Anglian Water and Suffolk Highways and after a lot of investigation and time had not been able to get the situation resolved. He was concerned about the surface water on the road and possibility of an accident. It was agreed that District Councillor McLaren, Cllr Ambrose and the Clerk would all raise the matter with Anglian Water and Suffolk Highways. Another resident raised the issue of the lane opposite Demark Gardens and cars speeding causing real concern over a possible accident in the future. This relates to item 6.05 on the agenda. Cllr Ambrose advised that he would have liked an extra post for the speed camera to be placed near the lane, but it was not possible to get the additional post approved. A discussion took place and it was agreed that the Clerk should contact Suffolk Highways.</p>	<p>District Cllr McLaren, Cllr Ambrose and the Clerk</p> <p>Clerk</p>
<p>HPC1912/04 To consider and approve Minutes of the Parish Council meeting held on 18th November 2019: It was proposed by Cllr Ingleton and seconded by Cllr Peck, that the minutes of the meeting held on Monday 18th November 2019, be approved. All were in favour.</p>	
<p>HPC1912/05 Business remaining from previous meetings and ongoing projects: 5.01 To receive an update on the actions from the previous meeting: The Clerk advised of the actions completed. Cllr Ambrose advised that he had seen a considerable reduction in the number of cars parked at the weekend, during the football matches. Cllr Sawyer asked if the football teams could be contacted about the possibility of car sharing. It was agreed that the Clerk would action this. 5.02 To receive an update on the Reade Field Working Group: Cllr Ambrose advised that an update would be provided under finance later on the agenda. 5.03 To receive an update on the Neighbourhood Plan: Cllr Ambrose had not been able to attend the last meeting but advised that they are now at the point of the individual site assessments being undertaken and production of the plan. A full draft of the plan is hoped to be completed in the new year. 5.04 To receive an update on the Community Self Help Scheme: Cllr Ambrose advised that John Williams had attended his training last week and he now must have a permit approved by Suffolk Highways. A discussion took place and it was agreed that the Clerk should invite him to the next meeting to provide an update.</p>	<p>Clerk</p> <p>Clerk</p>



20/1/20

HPC1912/06 Correspondence received requiring a response and new business:

6.01 To acknowledge the 125th Anniversary of Holbrook Parish Council: - Cllr Ambrose advised that he had put up copies of the original extracts from the minute book from 125 years ago along with some photos on the wall of the village hall, for all to look at. He also read out an extract from the original meeting. He advised that a celebration cake will be cut at the end of the meeting, if anyone would like to join the Council.

6.02 To agree dates for next year's Parish Council Meetings: -The Clerk circulated dates for all the meetings in 2020/21. The Village Hall will be booked as the location for the meetings. All were agreed.

6.03 To acknowledge the resignation of Councillor Gray:- The clerk advised that sadly Cllr Gray had submitted his resignation since the last meeting, in November. He had done a lot of good work for the Council and his support would be missed. The Parish Council now holds two vacancies, which will be advertised. The Clerk kindly asked that all Councillors positively promote the role and the vacancies.

6.04 To discuss the tree wardens report on the White Beam tree on the Reade Field: Cllr Ambrose provided an outline of the report and the key issues arising. Cllr Ingleton advised that she had met with the residents and the Tree Warden to discuss the tree and the recommendation is to remove the tree and replace it with a new tree that is in line with the other trees on the field, possibly a wild cherry tree. A detailed discussion took place and concern was raised about the need to keep removing trees. Cllr Ambrose advised that each tree is reviewed individually, and a decision made. Cllr Martin expressed reservations about the removal. Cllr Ingleton proposed that the tree be removed. It was not seconded and therefore the removal was not agreed.

6.05 To discuss concern from a resident regarding speeding on the Ipswich Road: The Clerk had circulated the residents letter raising concerns prior to the meeting. Cllr Graham asked if the data had been obtained from the speeding camera. Cllr Ambrose explained the issues he had been having and how he had spoken to the supplier and had tried a number of times to get the data extracted but had not been successful. Cllr Ambrose agreed to try again but may need assistance from another Councillor. Cllr Graham agreed to help if required. Cllr Ambrose will try to get the data for the next meeting.

Cllr Ambrose

HPC1911/07 Finance:


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

7.02 To acknowledge the approval of the payment to Planning Direct:- Following the last meeting and the additional information provided it should be noted that all were in agreement for the payment to Planning Direct to be authorised. The Clerk advised that lessons had been learnt through this process.

7.03 To consider and approve the 2020/21 Budget: The Clerk went through in detail each heading of the budget and how the precept calculation had been produced. The proposal is an increase in the budget by 6.2% to £30,000. A separate budget meeting had taken place on the 25th November with Cllr Ambrose, Cllr Sawyer and Cllr M.Holmes and all areas of the budget had been discussed and considered, which had resulted in the proposed budget being produced. Various questions were raised by Councillors and a detailed discussion took place. Cllr Sawyer proposed that the budget be approved, and this was seconded by Cllr Ingleton. All were in favour.

7.04 To approve the final grant application and preferred supplier for the Reade Field play equipment: - Cllr Ambrose had circulated his report prior to the meeting but provided a detailed overview for those present. He had also put up copies of the plans in the Village Hall and on the noticeboard. Details had also been put in the Parish Papers for residents to respond with queries or comments. A long discussion took place and many questions raised to Cllr Ambrose, which he provided responses for. Concern was raised by both Cllr Martin and Cllr Graham regarding the actual use of the table tennis as their experiences had been that they weren't always utilised at other locations they had seen. Cllr Ambrose advised that it was what residents had requested originally and he had seen them being used locally. Cllr Martin requested details of other play equipment installed by Playquip, so that they could be visited to view quality etc. The Clerk will investigate and will advise councillors. Cllr Ambrose advised

Clerk

 20/1/20

that he required approval for his three proposals in order to continue with the grant application for funding. Cllr Ingleton proposed to proceed with the project to provide the equipment as detailed in the report (proposal 1), that Playquip be the preferred supplier at this stage (proposal 2), that the Chairman is authorised to proceed with the grant application (proposal 3). This was seconded by Cllr Sawyer. Four Councillors were in favour and two abstained from the vote, therefore it was agreed.

7.05 Payments to be authorised:

Payments for the following amounts were proposed to be made by Cllr Martin and seconded by Cllr Graham, approved by all present.

16/12/2019	Mrs L Goodyear – Parish Clerk Salary	£ 555.16
17/12/2019	Mr P Goodchild – Community Caretaker Salary	£ 170.86
17/12/2019	HMRC – PAYE	£ 42.60
17/12/2019	Mrs L Goodyear – Clerks Expenses	£ 114.38
17/12/2019	E-on (Pavilion Electricity)	£ 13.45
17/12/2019	Tuddenham Press (Parish Papers)	£ 210.00
17/12/2019	J.Ambrose (Tree Guards)	£ 246.00
17/12/2019	Hunnaball Memorials (New War Memorial)	£ 460.74
17/12/2019	1 st Prize Reade Field Lottery November	£ 31.75
17/12/2019	2 nd Prize Reade Field Lottery November	£ 19.05
17/12/2019	3 rd Prize Reade Field Lottery November	£ 12.70
17/12/2019	1 st Prize Reade Field Lottery December	£ 31.75
17/12/2019	2 nd Prize Reade Field Lottery December	£ 19.05
17/12/2019	3 rd Prize Reade Field Lottery December	£ 12.70
17/12/2019	Wave = Electricity	£ 36.36

HPC1911/08 Planning Matters:

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

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

DC/19/05135 – Application for Listed Building Consent, Installation of new ensuite bathroom at first floor, Browns Farm, The Street, Holbrook, Ipswich Suffolk IP9 2PX. **Granted**

DC/19/05065 - Notification of Works to Trees Protected by a Tree Preservation Order - Fell 5no. Yew and 1no. Bay Tree. Pettwood Ipswich Road Holbrook Ipswich Suffolk IP9 2QT. **Granted**

08.02 To consider planning applications received:

DC/19/05562 - Householder Planning Application, Erection of front, rear and side extensions to outbuilding. Greenshaw House, Harkstead Road, Holbrook, Ipswich, Suffolk, IP9 2RQ. Cllr Ambrose provided an outline of the application which was discussed and Councillors recommended approval. It was proposed by Cllr Graham and seconded by Cllr Sawyer. All were in favour.

HPC1911/09 Councillors Reports:

9.01: Councillors activities since the last meeting:

Cllr Ambrose advised that he was involved in the tree planting on the Reade Field and around the village. He had also purchased three tree guards and put them in position. He confirmed that the Alton Water Mast is up and running. A discussion took place regarding which networks had improved.

Cllr Martin asked the Clerk to get in touch with the Snapshot Project to move things forward.

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

Clerk

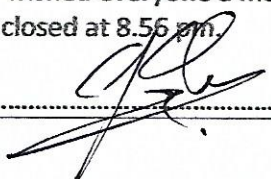
HPC1911/11 Items for future agenda: None

HPC1912/11 Date of the next meeting:

The next meeting of the Parish Council will be on 20th January 2020 at 1930 in the Village Hall. Cllr Ambrose wished everyone a merry Christmas and a happy new year.

The meeting closed at 8.56 pm.

Chairman



Date

20/1/20