

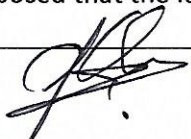
HOLBROOK PARISH COUNCIL

Minutes of the meeting of Holbrook Parish Council held in the Village Hall on Monday 15th July 2019 at 7.30pm.

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

In attendance: Mrs Linda Goodyear (Clerk), District Councillor M McLaren, Tree Warden R Allison and 3 Residents.

<p>HPC1907/01 Apologies Cllr D Martin, Cllr T Gray and County Councillor D Wood due to family commitments.</p>	
<p>HPC1907/02 Declarations of Interest: None.</p>	
<p>HPC1907/03 Public Forum: Babergh District Council: District Councillor McLaren had circulated her report prior to the meeting and provided details on the consultation process for the Babergh and Mid Suffolk Local Joint Plan. She went on to confirm that after investigation she believed that the Bernard’s Field development belongs to Orwell Housing and not Babergh District Council. Cllr Ambrose advised that this was a rural exception site in partnership with the Parish Council and he believed it was Babergh District Council. It was agreed that the residents should investigate ownership. District Councillor M McLaren advised that Suffolk County Council are undertaking a waste less campaign and shared a leaflet. Suffolk County Council: County Councillor Wood had circulated his July Parish Report previously to all Councillors but was not in attendance at the meeting. Cllr Sawyer raised the issue of the missing 40 mph sign outstanding on the part of the strand up to Holbrook. It was agreed that the Clerk will investigate further. Residents: Tree Warden R Allison asked for clarification on the status of the mobile mast. Cllr Ambrose advised that it would not be in place until the camping site season finishes.</p>	<p>Clerk</p>
<p>HPC1907/04 To consider and approve Minutes of the Parish Council meeting held on 17th June 2019: It was proposed by Cllr Ingleton and seconded by Cllr Peck, that the minutes of the meeting held on Monday 17th June 2019, be approved. All were in favour.</p>	
<p>HPC1907/05 Business remaining from previous meetings and ongoing projects: The Clerk advised that the Arboricultural Officer had responded about the trees on the Reade Field and was satisfied with the planned work. The draft tree policy was approved last month so this item can now be cleared. Cllr M Holmes had drafted the article on parking for the Parish Papers, which was discussed, and it was decided that it should be submitted as a resident. The infiltration pond concerns had now been resolved. 5.02 To receive an update on the Reade Field Working Group: Cllr Ingleton discussed the Co-operative Green Coin Scheme that had been entered previously and advised that she will reapply again. 5.03 To receive an update on the Neighbourhood Plan: Cllr Ambrose provided details on the content of the Babergh and Mid Suffolk Local Joint Plan and details of the houses required for Holbrook. The allocation for Holbrook includes homes on Admirals Quarter and the recent Ipswich Road outline planning permission. It was agreed that the Joint Local Plan should be added to the next agenda. The Neighbourhood Planning Group are currently working on the required policies and assessments of sites in consultation with ACOM. Cllr Sawyer advised that it is hoped that regular updates can be included in the Parish Papers.</p>	<p>Clerk</p>
<p>HPC1907/06 Correspondence received requiring a response and new business: 6.01 To discuss the three quotations for the removal of trees on the Reade Field: Cllr Ambrose provided an outline of the three quotations received and these had also been circulated to all Councillors prior to the meeting. He also advised that the two residents who raised the original concerns had kindly offered to contribute towards the cost of removal. A detailed discussion took place, and this included questions to the Tree Warden, who was present at the meeting. Cllr Ingleton proposed that the lowest price quotation from Abbott</p>	

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Forestry be selected and this was seconded by Cllr Sawyer. All were in favour. The Clerk will arrange for the work to be undertaken in the Autumn.

6.02 To discuss Anglian Water upcoming scheme of work: - The Clerk advised that Anglian Water had arrange meetings with the Fire Station and the High School and Councillors had been invited to attend. Volunteers were discussed and that it would be beneficial if Anglian Water could attend the next Parish Meeting, to go through the plan of work and for residents to get the opportunity to ask questions. It was agreed that the Clerk would contact Anglian Water to see if this was possible.

6.03 To discuss the Annual Play Area Inspection Report: - Cllr Ingleton advised that initially the report made concerning reading and other Councillor also raised their concerns. After looking at the corresponding risk assessment for each recommendation, it could be put into context. It was agreed that immediate action was required on the gate and minor works undertaken, including new signs. Cllr Ingleton would arrange for this work to be completed in line with the recommendations. It was also agreed the Cllr Ingleton would complete regular risk assessments of the play equipment and bring any issues to the attention and agreement of the Parish Council. It was hoped that the planned upgrade to the play area would rectify the other recommendations in the report.

6.04 To Acknowledge the Period for the Exercise of Public Rights – 1st July to 9th August 2019
The Clerk advised that the Period for the Exercise of Public Rights had begun, and all required documentation had been made available to residents on the website and hard copies were displayed on the notice boards.

6.05 To review and approve the Complaints Procedure, Training and Development and Travel and Expenses Policy: The Clerk advised of the changes made to the policies. They were proposed for approval by Cllr Ingleton and Seconded by Cllr Sawyer. All were in favour.

Clerk

Clerk

Cllr Ingleton

HPC1907/07 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 Ingleton and seconded by Cllr C Holmes, approved by all present.

16/07/2019	Mrs L Goodyear – Parish Clerk Salary	£ 555.16
15/07/2019	Mr P Goodchild – Community Caretaker Salary	£ 170.86
15/07/2019	HMRC – PAYE	£ 42.60
15/07/2019	Mrs L Goodyear – Clerks Expenses	£ 54.90
15/07/2019	T. Gray – Councillors Expenses	£ 11.25
15/07/2019	Vertas – Grounds Maintenance	£ 192.48
15/07/2019	J.Ambrose – Councillors Expenses	£ 78.76
15/07/2019	E-ON – Pavilion Electricity	£ 8.80
15/07/2019	1 st Prize Lottery Winner	£ 52.75
15/07/2019	2 nd Prize Lottery Winner	£ 31.65
15/07/2019	3 rd Prize Lottery Winner	£ 21.10
15/07/2019	O.Abbott – Reade Field Maintenance	£ 200.00
15/07/2019	J.Ambrose – Councillor Allowance Amendment	£ 12.50

HPC1906/08 Planning Matters:

8.01 To receive an update on the status of planning applications, appeals, enforcement referrals and plans previously reviewed:
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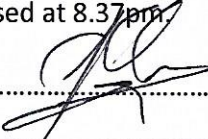
DC/19/02201 - Planning Application. Use of existing garden shed as ancillary accommodation. 2 Mill Cottages, Church Hill, Holbrook, Ipswich Suffolk IP9 2QN. **Granted**

DC/19/02408 - Listed Building Consent Application. Erection of single storey extension. Browns Farm, The Street, Holbrook, Ipswich, Suffolk, IP9 2PX. **Granted**

DC/19/02670 - Planning Application. Erection of front porch. Gwenhurst, Heathfield Road, Holbrook, Ipswich Suffolk IP9 2QB. **Awaiting Decision**



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<p>08.02 To consider planning applications received: DC/19/03052 - EIA Screening Request. Replacement of Water Main along B1080 Ipswich Road and Hyams Lane, Holbrook. Land Within Carriageway of B1080 Ipswich Road, Holbrook, IP9 2QT. Cllr Ambrose provided an outline of the application advising that Environmental Impact Assessments were a formality that had to be completed. Councillors recommended approval. It was proposed by Cllr Sawyer and seconded by Cllr Graham. All were in favour. DC/19/03146 - Planning Application. Change of use of Former Post Office to Dwelling. The Former Post Office Ipswich Road Holbrook Ipswich IP9 2QR. Cllr Ambrose provided an outline of the application. The resident making the application was present at the meeting and requested to speak. They kindly provided the Councillors with a full explanation of the investigations and reports undertaken and their results. He also advised his intentions to have the property as his home. Councillors recommended approval. It was proposed by Cllr Ambrose and seconded by Cllr M Holmes. All were in favour.</p>	
<p>HPC1907/09 Councillors Reports: 9.01: Councillors activities since the last meeting: Cllr Ambrose advised that a small working group of Councillors got together to clear a section of Petticoat Lane. It was very productive and made a considerable difference. It is proposed that a larger community volunteer group be arranged to tackle the whole of the cut. Cllr Ambrose also advised that the Clerk had been approached by Strutt and Parker to discuss the proposed new Pavilion. Cllr Ambrose attended a meeting with them to explain the situation, as it currently stands and also took the opportunity to discuss the S106 money and the Neighbourhood Plan. Cllr M Holmes and Cllr C Holmes advised that they are currently awaiting a response from the PCC regarding the recovery of the cost of the Church Green Grass cutting. A discussion took place regarding the history of who had cut the green and it was proposed the that Clerk contact the RHS to see if they would consider cutting the grass again. Cllr Graham advised that students from the RHS undertook a Community Clearing Day around Holbrook, Harkstead, Stutton and the Strand. It was a very successful and rewarding event. Cllr Abbott advised that he was concerned about the overgrown hedges on the Ipswich Road especially by Browns Farm and the Academy. It was agreed that the Clerk should write a letter requesting that the hedges be cut. Cllr Sawyer advised that he and Cllr Gray attended the RHS Prize giving day which was brilliant. He also attended the Ipswich Northern Bypass sessions and provided an overview for the Councillors. 9.02: Reports from Councillors relating to the Parish: As 9.01 above.</p>	<p style="text-align: center;">Clerk</p> <p style="text-align: center;">Clerk</p>
<p>HPC1907/10 Items for future agenda: None</p>	
<p>HPC1907/11 Date of the next meeting: The next meeting of the Parish Council will be on 19th August 2019 at 1930 in the Village Hall.</p> <p>The meeting closed at 8.37pm.</p> <p>Chairman  Date 19/8/19</p>	