


HOLBROOK PARISH COUNCIL

Minutes of the meeting of Holbrook Parish Council held in the Village Hall on Monday 16<sup>th</sup> September 2019 at 7.30pm.

Present: Cllr J Ambrose (Chair), Cllr G Abbott, Cllr T Gray, Cllr C Holmes, Cllr M Holmes, Cllr S Peck, Cllr D Martin and Cllr C Graham.

In attendance: Mrs Linda Goodyear (Clerk), District Councillor M McLaren, County Councillor D Wood and four Residents.

<p><b>HPC1909/01 Apologies:</b> Cllr C Sawyer due to work commitments and Cllr S Ingleton.</p>	
<p><b>HPC1909/02 Declarations of Interest:</b> Cllr Abbott planning application DC/19/03823</p>	
<p><b>HPC1909/03 Public Forum:</b>  <b>Babergh District Council:</b> District Councillor McLaren had circulated her report prior to the meeting and reminded the Council that The Joint Local Plan deadline was approaching on the 30<sup>th</sup> September 2019. She requested feedback on the local Waste Collection Service as she had received concerns from some residents, which started a debate about the service and the quality of the vehicle. District Councillor McLaren will take this feedback back to Babergh. Cllr Ambrose advised that a resident had requested clarification over what could be recycled, and the Clerk has requested clarification from Babergh District Council. The District Councillor advised that she will also seek clarification.  <b>Suffolk County Council:</b> County Councillor Wood had circulated his August Parish Report previously to all Councillors. He went on to provide a summary to the Council and residents and provided clarification on the plans to close children’s centres. He stated that he was pleased that the Joint Local Plan was on the agenda this month and he wanted to note how fortunate we were to have a protected landscape and he believed that the information regarding AONB was of poor quality and should be improved. He also wanted to pick up on the agenda item for the cat’s eyes being removed and this decision had been made due to Highways funding being cut and not everything can be achieved. County Councillor Wood also advised that the cheque for the Speed Sign contribution should be with the Parish Council at the end of the month.  <b>Residents:</b> None</p>	
<p><b>HPC1909/04 To consider and approve Minutes of the Parish Council meeting held on 19<sup>th</sup> August 2019:</b> It was proposed by Cllr Martin and seconded by Cllr Gray, that the minutes of the meeting held on Monday 19<sup>th</sup> August 2019, be approved. All were in favour.</p>	
<p><b>HPC1909/05 Business remaining from previous meetings and ongoing projects:</b> The Clerk advised that she had raised the issues relating to Admirals Quarter with Taylor Wimpey and read out the response received. Concern was raised about who would be responsible for the cost of the lights, once they were adopted and it was agreed that the Clerk would obtain clarification on this matter. Cllr Ambrose provided an update Anglian Water’s proposed works and the delay to the start date.  <b>5.02 To receive an update on the Reade Field Working Group:</b> Cllr Ambrose advised that the grant application had been submitted to Babergh District Council for improvements to the play equipment on the Reade Field. This will be combined with money held in reserves, plus the income from the lottery scheme. He also advised that the toddler swings were broken, and he will organise the replacement and refitting. Cllr Ambrose wished to make it clear that the recent survey monkey questionnaire regarding the replacement of the Pavilion was not connected with the Parish Council. All decisions regarding the Pavilion will have to be approved by the Parish Council, as the official lease holders. A resident asked about consultation and that not all residents were on social media. Cllr Ambrose gave reassurance that a working group will be set-up and a consultation process will be undertaken, as yet the format of this has not been decided. If residents have any comments these can be sent to the Clerk who will keep on file and will be considered as part of the consultation process.</p>	<p>Clerk</p>

 21/10/19

**5.03 To receive an update on the Neighbourhood Plan:** Cllr Gray advised that all land submitted as part of the call for sites project are now being followed up and more detail obtained. The group are focusing on developing a structure of policies and procedures. They are trying to understand the data collected in the survey and transfer these into aims and objectives and it is important that what residents really want is clarified and understood.

**HPC1909/06 Correspondence received requiring a response and new business:**

**6.01 To discuss Suffolk County Council's Cat's Eyes:** - Cllr Ambrose gave an outline of the letter received from Chelmodiston Parish Council and he also wanted to remind everyone of the comments earlier in the meeting from County Councillor Wood, regarding limited funding being available. A long and detailed discussion took place and the dangers of not having cat's eyes and the funding issues were all taken into consideration. It concluded with the agreement that the Parish Council supports the cat's eyes being reinstated on the B1088 Freston Road and the crossroads. The Clerk will respond to Chelmodiston Parish Council.

**6.02 To discuss the Babergh & Mid Suffolk Joint Local Plan Preferred Options:** -Cllr Ambrose provided an overview of the plan and what was included in relation to the village of Holbrook. Cllr Gray had kindly been through the plan and had identified some key issues to be considered. It was agreed that Cllr Ambrose and Cllr M. Holmes would meet to produce a response on behalf of the Parish Council, considering Cllr Gray's comments.

**6.03 To discuss The Swan Public House Community Right to Bid notification:** - Cllr Ambrose advised that the Public House had been registered as a Community Asset previously when it was being sold and could have been turned into housing. On this occasion the Public House is being sold with the intention of it remain the same and with protection for the staff. Therefore, it was agreed that the notification be noted but no action was required.

**6.04 To review and approve the Community Engagement and Grant Scheme Policies:**  
The Clerk advised of the changes made to the policies. They were proposed for approval by Cllr M. Holmes and Seconded by Cllr Graham. All were in favour.

**6.05 To review and approve the HPC Asset Register:** -  
The Clerk advised of the changes made to the register. They were proposed for approval by Cllr Martin and Seconded by Cllr Gray. All were in favour.

Clerk

Cllr Ambrose  
& Cllr  
M.Holmes

**HPC1909/07 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 Graham and seconded by Cllr Peck, approved by all present.

16/09/2019	Mrs L Goodyear – Parish Clerk Salary	£ 555.16
16/09/2019	Mr P Goodchild – Community Caretaker Salary	£ 170.86
16/09/2019	HMRC – PAYE	£ 42.80
16/09/2019	Mrs L Goodyear – Clerks Expenses	£ 67.80
16/09/2019	Mr P Goodchild – Community Caretaker Expenses	£ 25.00
16/09/2019	Vertas – Grounds Maintenance	£ 231.78
16/09/2019	O.Abbott – Reade Field Maintenance	£ 200.00
16/09/2019	Eon – Pavilion Electricity	£ 7.79
16/09/2019	Parish Protect – Insurance	£ 436.80

**HPC1909/08 Planning Matters:**

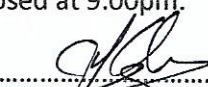
**8.01 To receive an update on the status of planning applications, appeals, enforcement referrals and plans previously reviewed:**  
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**DC/19/03146** - Planning Application. Change of use of Former Post Office to Dwelling. The Former Post Office Ipswich Road Holbrook Ipswich IP9 2QR. **Awaiting Decision**

**DC/19/03641** - Householder Planning Application. Erection of replacement conservatory. Cherry Ground, Woodlands Road, Holbrook, Ipswich, Suffolk, IP9 2PS. **Granted**

**DC/19/03531** - Notification of works to trees under a Tree Preservation Order - (BT112/G1) - T1. Oak. 13 Denmark Gardens, Holbrook, Ipswich, IP9 2BG. **Granted**

*[Handwritten signature]* 21/10/19

<p>08.02 To consider planning applications received:  <b>DC/19/03947</b> – Householder Application. Erection of two storey front extension (following demolition of existing). Wisteria House, Ipswich Road, Holbrook, Ipswich Suffolk IP9 2QR. Cllr Ambrose provided an outline of the application which was discussed and Councillors <b>recommended approval</b>. It was proposed by Cllr Graham and seconded by Cllr M Holmes. All were in favour.  <b>DC/19/03823</b> - Full Planning Application. Erection of 1 No dwelling (following demolition of existing outbuildings). Orchard Cottage, The Street, Holbrook, Ipswich Suffolk IP9 2PX. Cllr Ambrose kindly provided an overview of the application. After a long and detailed debate led by Cllr Gray, it was decided to recommend refusal of this application based on the following reasons: -  The application proposes removing one timber building with a Clay pan tiled roof and replacing it with another look alike timber building, which is adjacent to the existing building which has Grade 11 listing. The proposals are in compliance with the general planning guidelines, especially as the architect has had meetings with the Council planners, but it does not fit in with the requirements of the published policies in the Joint Local Plan, for example it must not be detrimental to character of area or harm the character, materials and character must be compatible and must not be significantly different. This application does not fit with these requirements. In principle the Parish Council do not disagree with the development of the site and the refusal is based on the compatibility of the look and materials of the planned building. The Parish Council are concerned about the Environmental and Archaeological Issues raised in the consultees responses and would like to see these investigated prior to a decision on the application being made.  Councillors <b>recommended refusal</b>. It was proposed by Cllr Peck and seconded by Cllr Martin. Four were in favour.</p>	
<p><b>HPC1909/09 Councillors Reports:</b>  <b>9.01: Councillors activities since the last meeting:</b>  <b>Cllr Graham</b> asked if there had been any progress on obtaining data from the speeding sign. Cllr Ambrose advised that he had not been able to obtain the data as yet but would try and report back at the next meeting.  <b>Cllr M Holmes</b> advised that the Church will not be getting the Church Green cut and could the Clerk arrange for some quotations to be obtained to have the work done, going forward.  <b>Cllr Abbott</b> advised that there have been problems with the parking at the entrance to Brook Farm. The Clerk will contact the Sunday football teams to ask them to park responsibly.  <b>Cllr Peck</b> advised that she recently attended the Stour Forum which was very interesting. She advised of a recent cycling incident that she had witnessed, and it was agreed that a reminder regarding cycling on footpaths be included in the next Parish Papers.  <b>Cllr Gray's</b> report on the photography library had been circulated prior to the meeting. He provided a summary of the report and the meetings he had attended. A discussion took place about the benefit of the library and the possibility of it being hosted on the Parish Council website. It was concluded that the Clerk would make contact with the photographers to try and move the project forward and will obtain legal advice from SALC about obtaining residents permission.  <b>Cllr Ambrose</b> advised that he had received concerns from residents about dog fouling in the village. Babergh District Council are responsible for enforcement and the Clerk has requested some signs that can be placed around the village. It was also agreed that this should be raised in the Parish Papers.  <b>9.02: Reports from Councillors relating to the Parish:</b> As 9.01 above.</p>	<p>Clerk Clerk Clerk Clerk Clerk</p>
<p><b>HPC1909/10 Items for future agenda:</b></p>	
<p><b>HPC1909/11 Date of the next meeting:</b>  The next meeting of the Parish Council will be on 21<sup>st</sup> October 2019 at 1930 in the Village Hall.  The meeting closed at 9.00pm.  Chairman .....  ..... Date ..... 21/10/19 .....</p>	