


HOLBROOK PARISH COUNCIL

Minutes of the virtual meeting of Holbrook Parish Council held on a remote platform on Monday 15th February at 7.30pm, due to COVID-19.

Present: Cllr J Ambrose (Chair), Cllr G. Abbott, Cllr R. Allinson, Cllr R Fisk, Cllr M Holmes, Cllr S Ingleton, Cllr D Martin, Cllr S Peck, Cllr M Robertson, Cllr C Sawyer, Cllr A Wright

In attendance: Mrs Jo Hazlewood (Clerk), County Cllr D. Wood, District Cllr McLaren, O. Faiers (Corporate Manager-Waste, Recycling and Fleet BMSDC) and 5 Holbrook residents

<p>HPC2102/01 Apologies: no apologies had been received as all Councillors were present</p>	
<p>HPC2102/02 Declarations of pecuniary and local non-pecuniary Interest: There were no declarations of pecuniary or local non-pecuniary interests and no requests for dispensations</p>	
<p>HPC2102/03 Public Forum: Babergh District Council: District Councillor McLaren had circulated her report prior to the meeting. There were no further questions from Councillors.</p> <p>Suffolk County Council: County Councillor Wood had circulated his Parish Report prior to the meeting and thanked the Council for their support over the years. As mentioned in his report, he is not standing for election again this year, after 21 years as a Councillor. He confirmed that elections are currently scheduled to go ahead in May. He explained that there had been some issues with the grants promised from his locality fund, including the contribution to the speeding sign, but he hoped he had managed to solve the issues.</p> <p>Cllr Holmes suggested that the village needs more grit boxes and Cllr Wood confirmed that PCs have to buy boxes from Highways and the County Council will fill them. The PC will need to apply to Highways for permission to site any new bins. It was agreed that the PC should investigate buying additional boxes in the summer</p> <p>Residents: A resident also raised the issue of the need for more grit boxes and asked if there could be a group of volunteers to help grit pavements etc. in future icy conditions. The Chair said that the CSHG will help in the future. Another concern raised by a resident was speeding on Ipswich Road, occasionally resulting in drivers not stopping at the pedestrian crossing. One resident referred to a Road Safety Survey carried out in 2017. Cllr Wood confirmed that a speed tag had been installed at that time, but also confirmed that there had been no reported accidents and nothing registered on the KSI list. A discussion took place where residents and councillors expressed concern about speeding and dangerous parking and what steps could be taken to mitigate the risks of a serious accident happening. Speed bumps, a community speed-watch group, a 20-mph limit and the presence of a police speed detector van were all discussed. Cllr Wood confirmed that there was still funding available for training and equipment for a community speed-watch group. The Chair urged individuals to log any incidents on the reporting tool and asked Cllr Sawyer to take these concerns to the next forum. Cllr Wood said the PC need to register with the police to try and get a police speed detector van to visit regularly. The Clerk was asked to investigate. Cllr Wright suggest taking these issues to a working group in the future assistance was offered by one of the residents present.</p> <p>Holbrook Helpers' Chair gave a brief update on the recent activities of HH and also to thanked Cllr McLaren for her funding enabling HH to set up 2 Little Free Pantries in Holbrook, one at the village hall and one at St. Mary's Care Home in Clench Road.</p>	<p>Clerk</p>
<p>HPC2102/04 To consider and approve Minutes of the Parish Council meeting held on 18th January 2021: It was proposed by Cllr Holmes and seconded by Cllr Allinson that the minutes of the meeting held on Monday 18th January 2021 be approved. All Councillors were in favour.</p>	


15/3/21

HPC2102/05 Business remaining from previous meetings and ongoing projects:

5.01 To receive an update on the actions from the previous meeting:

- The new noticeboard had been ordered and would need to be erected once delivered.
- The Council's instructions re the parcel of land had been forwarded by the Clerk to the solicitor acting on behalf of the Council
- The Clerk had sent an invitation to the meeting to Oliver Faiers (OF) who was in attendance. OF expressed disappointment at the VH committee's decision and reported that there are 24 recycling facilities around the county in village hall car parks, without issue. He agreed that a 6-month trial would be possible. He estimated that income from the bottle banks would be in the region of £400-£600 per year. Various sites in Holbrook were mentioned and Councillors were asked to forward suggestions to the Clerk who will pass them on to OF who would check them for suitability
- The Clerk had submitted a nomination for the P3 Group on behalf of the Council for the AONB award.
- The precept form, requesting a precept of £31,000 agreed at the January meeting, had been signed and submitted and an acknowledgement had been received from BMSDC
- Cllr Allinson had submitted his report on a tree causing concern to the Village Hall Committee, the tree being on VH land.
- Cllr Sawyer had removed the carrier bags on Ipswich Road/.
- Cllr Martin reported on the poor state of some of the footpath signs, but hadn't had a response as yet.

ON HOLD: due to COVID: to arrange the Reduce and Recycle Session

5.02 To receive an update on the Reade Field Project: Cllr Ingleton reported that everything is installed apart from the picnic tables. One piece of equipment is not available and a substitute has been installed until the right equipment arrives. Cllr Ingleton reported good feedback from residents. She is currently looking for volunteers to sanitise the equipment on a regular basis. Cllr Ambrose thanked Cllr Ingleton for all the work she has put into the project.

5.03 To receive an update on the Neighbourhood Plan: there is a full report in the Parish Papers – the plan is with Babergh at the moment for its first review.

5.04 To receive an update on the sale of the parcel of land: the TP1 had been signed and returned to the solicitor and the sale was nearing completion.

5.05 To receive an update on the Oak Tree at Alton Green: Elite Tree Services had now removed the tree. The grinding of the stump was still to be carried out. Cllr Allinson reported that the removal of the tree had an impact on the landscape of Alton Green. He confirmed that it would be possible to plant some new trees, with careful consideration of where they should be planted so as not to interfere with any of the buildings, etc.

5.06 To receive an update from the Communications Working Party: Cllr Wright reported that a new FaceBook page has been created and is ready to be used and will the new FB address will be widely published. Cllr Fisk requested a further meeting to discuss the security aspects of the FB page

Cllr Fisk

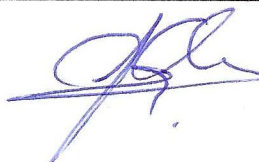
HPC2102/06 Correspondence received requiring a response and new business:

6.01 To review and, if appropriate, approve the Protocol for Public Participation in Meetings: the approval of this protocol was proposed by Cllr Ingleton and seconded by Cllr Sawyer. All Councillors were in favour.

6.02 To review and, if appropriate, approve the Policy for Reporting at Meetings the approval of this policy was proposed by Cllr Ingleton and seconded by Cllr Sawyer. All Councillors were in favour.

6.03 To consider the request of the CSHS re waste disposal: the Chair agreed to meet with John Williams to discuss this further and would report back at the next meeting.

Cllr
Ambrose

 15/3/21

6.04 To consider residents' request for the lowering of the speed limit on our country lanes: Councillors agreed that the PC needed some expert advice and the Clerk was asked to investigate whether Highways and the neighbourhood policing team could offer advice and possibly attend a future meeting.

6.05 Invitation to apply for an ANOB Grant: it was agreed that the Council were not eligible to apply in this instance. Cllr Wood reported that a sustainable fund would be available in the new financial year for which the PC could apply.

6.06 To note that BMSDC have agreed to fund an extra half an hour a week for the Community Caretaker from April 2021, to cover litter picking in Admirals Quarter.

Clerk

HPC2102/07 Finance:

7.01 An RFO report had been circulated prior to the meeting, with a commentary on the predicted outturn. Councillors had no further questions on the report.

7.02 To authorise payments, including the following payments of invoices received after the publication of the Agenda: SALC for Clerk Training, Wave for Pavilion Water Charges, Noticeboard. Co. Uk for the new noticeboard., Tuddenham Press for Parish Papers

15/02/2021	Mrs J Hazlewood – Parish Clerk Salary	£	470.00
15/02/2021	Mr P Goodchild – Community Caretaker Salary (SO)	£	181.52
15/02/2021	HMRC – PAYE	£	162.80
15/02/2021	Mrs J Hazlewood – Clerk's expenses	£	80.84
15/02/2021	E-on – pavilion electricity (direct debit)	£	13.11
15/02/2021	SALC – Councillor Training	£	30.00
15/02/2021	Playquip – balance of Reade Field Project	£	27,782.68
15/02/2021	Suffolk Cloud – Annual website charge	£	110.00
15/02/2021	Reade Field Lottery 1 st prize – February	£	32.00
15/02/2021	Reade Field Lottery 2 nd prize – February	£	19.20
15/02/2021	Reade Field Lottery 3 rd prize – February	£	12.80
15/02/2021	Wave – Pavilion Water & Sewerage Charges (dd)	£	31.57
15/02/2021	SALC – Clerk Training	£	90.00
15/02/2021	Noticeboard.Co.Uk – new noticeboard for AQ	£	442.92
15/02/2021	Tuddenham Press	£	169.00
15/02/2021	Elite Tree Services Ltd – removal of oak tree	£	1536.00

Authorisation of payments was proposed by Cllr Ingleton and seconded by Cllr Martin All Councillors were in favour.

The Chair reported that electronic payments are now possible on a similar basis to cheque transactions – two councillors, currently Cllr Ambrose and Cllr Ingleton, would approve each transaction online. An application had been submitted for the Clerk to initiate payments online for authorisation by the approved Councillors. Cllr Martin will be added to the authorised personnel once the online system is up and running.

HPC2102/08

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

DC/20/03247 - Full Planning Application - Erection of phased development of 22no. dwellings, creation of cycle path links to Holbrook and Chelmondiston, improvements to Berners Hall car park, provision of public open space and landscape. **Awaiting Decision**

DC/20/04519: Application for Listed Building Consent: replace 4 no. windows to front elevation; Orchard Cottage, The Street, Holbrook, Ipswich IP9 2PX: **Withdrawn**

DC/20/05530: Proposal: Householder Planning Application - Erection of a Tennis Court. Location: Park House, Ipswich Road, Holbrook, Ipswich Suffolk IP9 2QU: **Granted**

DC/20/05580: Proposal: Notification of Works to Trees Protected by a Preservation Order - T1 (Large Oak) Reduce crown by 3m and clean deadwood: Oak View, 4 Broomhill, The Street, Holbrook Ipswich Suffolk: **Granted**

DC/20/05626: Proposal: Application for Listed Building Consent - Works to facilitate installation of ground source heat pumping system: The Royal Hospital School, Royal Hospital School, Holbrook, Ipswich Suffolk IP9 2RX: **Awaiting Decision**

 15/3/21

