

HOLBROOK PARISH COUNCIL

Minutes of the virtual meeting of Holbrook Parish Council held on a remote platform on Monday 15th March 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 C Sawyer, Cllr A Wright

In attendance: Mrs Jo Hazlewood (Clerk), County Cllr D. Wood, District Cllr McLaren, 3 prospective County Councillor Candidates and 4 Holbrook residents

<p>HPC2103/01 Apologies: no apologies had been received: Cllr Robertson was absent</p>	
<p>HPC2103/02 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>HPC2103/03 Public Forum: 3.01 Babergh District Council: District Councillor McLaren had circulated her report prior to the meeting - there were no further questions. Suffolk County Council: County Councillor Wood had circulated his Parish Report prior to the meeting: he reported that he had recently attended his last meeting as County Councillor and he had presented the National Landscape award to Tim Holt-Wilson, a Tutor from the- Biodiversity and Environmental Education Society. 3.02 Residents: a resident who was present thanked to Cllr Wood for his work over his years representing Holbrook as County Councillor. 3.03 Prospective County Councillor Candidates Mary McLaren: introduced herself as a prospective Conservative candidate and a member of Holbrook Methodist Church. She praised the residents of Holbrook and suggested that a couple of the major issues at the moment are flooding in Lower Holbrook and speeding on Ipswich Road. Following COVID, priorities would be Improving tourism in the area and promoting health. Simon Harley: introduced himself as a prospective candidate for the Green Party, he is a long-term resident of the peninsula, a retired GP and a Church member and has been a Green supporter for many years. He expressed concern for all our futures, particularly for our children and grandchildren and is keen to listen and be responsive to people. Alistair McGraw: introduced himself as a prospective Independent candidate: he is currently Chair of Brantham Parish Council and, as such, has an understanding of the issues facing Parish Councils. He has been a District Councillor for 6 years and described himself as a collaborative worker.</p>	
<p>HPC2103/04 To consider and approve Minutes of the Parish Council meeting held on 15th February 2021: It was proposed by Cllr Martin and seconded by Cllr Holmes that the minutes of the meeting held on Monday 15th February 2021 be approved. All Councillors were in favour.</p>	
<p>PC2103/05 Business remaining from previous meetings and ongoing projects: 5.01 To receive an update on the actions from the previous meeting:</p> <ul style="list-style-type: none"> • Suggestions had been passed on to the Clerk for the re-siting of the bottle bank. Waste Management had looked at possible sites at Jervis Close, Samford Close and the layby at Grove Farm, but had concluded that they were unsuitable, although they were consulting further re Samford Close. They had yet to view the Peninsula Sports Centre. Cllr Fisk confirmed that his approach to Holbrook Fire Station had proved unsuccessful. • The Clerk had followed several links provided by Cllr Ambrose and had been in touch with the Police, Highways and the Road Safety Camera Team based in Norfolk re the road safety concerns discussed at the last meeting. All had responded promptly and the Road Safety Team have agreed to install a black box near Butchers' Corner as a starting point to gather data. The black box would record speeds from both directions. Their next step would depend on the data gathered. The police had also responded and suggested HPC form a Community Speed Watch Team, which is covered elsewhere on the agenda. 	

HPC2103/07 Finance:

7.01 An RFO report had been circulated prior to the meeting, with a commentary on the predicted outturn. The Clerk highlighted the increase in expenditure and income against the original budget. The major increase in expenditure was due to the Reade Field project, which will be offset by grant income. There is £3,600 to be transferred to reserves for bus shelters, street lighting and election costs. The increase in income is due to the grants from BMSDC for the Reade Field equipment (with the second half of the grant still to come) the Emerging Needs Grant (offset by increased expenditure re grants to Holbrook Helpers & Holbrook pre-school), the sale of the parcel of land and a VAT claim covering previous years. Councillors had no further questions on the report.

7.02 To consider the renewal of the Vertas contract for grounds maintenance – 5% increase, to be paid quarterly. It was proposed by Cllr Sawyer and seconded by Cllr Fisk to proceed with the renewal of this contract. All Councillors in favour.

7.03 To decide between silver or gold maintenance cover for the SWARCO speed camera – Cllr Ambrose explained the difference between the Silver and Gold cover and, following discussion it was agreed to opt for gold cover proposed by Cllr Sawyer, seconded by Cllr Allinson – all councillors in favour.

7.04 To authorise payments, including an update of the amounts published in the agenda as detailed below including the following invoices received after publication of the Agenda: J. Ambrose £3.75 for cleaning materials, Vertas £206.24, Grounds Maintenance, SALC £30.00 training, and Earth Anchors £135.54 for waste bin liners.

15/03/2021	Mrs J Hazlewood – Parish Clerk Salary	£	470.20
15/03/2021	Mr P Goodchild – Community Caretaker Salary (SO)	£	181.52
15/03/2021	HMRC – PAYE	£	162.80
15/03/2021	Mrs J Hazlewood – Clerk's expenses	£	40.39
15/03/2021	E-on – pavilion electricity (direct debit)	£	13.10
15/03/2021	SALC – Payroll Charges	£	82.80
15/03/2021	J. Ambrose – cleaning materials Reade Field	£	3.75
15/03/2021	Earth Anchors – waste bin liners	£	135.54
15/03/2021	SWARCO – speed camera maintenance contract	£	344.98
15/03/2021	Reade Field Lottery 1 st prize – March	£	33.75
15/03/2021	Reade Field Lottery 2 nd prize – March	£	20.25
15/03/2021	Reade Field Lottery 3 rd prize – March	£	13.50
15/03/2021	SALC – training expenses	£	30.00
15/03/2021	Vertas – Ground maintenance	£	206.24

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

HPC2103/08: Planning

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. **New planning application submitted**

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: **Granted**

DC/21/00096: Householder Planning Application - Erection of single storey side and rear extensions (following demolition of existing conservatory): 10 Gifford Close, Holbrook, Ipswich, Suffolk IP9 2TR **Granted**

DC/21/00118: Householder Planning Application - Erection of rear and side extensions and front porch (following demolition of existing conservatory) and creation of parking area. Location: 11 Ha'penny Field, Holbrook, Ipswich, Suffolk IP9 2TS **Granted**

8.02 To consider new planning applications received –

DC/21/00679: Householder application - Erection of part rear infill to existing extension and heightening of ceiling and replacement of roof. Application of shiplap boarding. **Location:** Birchcroft, Alton Green, Holbrook, Ipswich Suffolk IP9 2RN.

<p>Following discussion approval was proposed by Cllr Sawyer and seconded by Cllr Ingleton with all councillors in favour</p> <p>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 enhancements. Location: Sites and Cycle Paths Woolverstone to Holbrook, Woolverstone to Chelmondiston, Main Road, Woolverstone, Suffolk Reason(s) for re-consultation: Amended plans dated 08.02.2021 Following discussion, approval was proposed by Cllr Allinson, seconded by Cllr Ingleton with all councillors in favour.</p> <p>DC/20/05445: Application for works to trees subject to Tree Preservation Order BT388/T3 - T1 Lime - Re-pollard back to previous points (Coming into contact with outbuildings) Location: Mulberry House, The Street, Holbrook, Ipswich Suffolk IP9 2PZ: Following discussion approval was proposed by Cllr Allinson, seconded by Cllr Ingleton with all councillors in favour.</p> <p>DC/21/00994: Householder Planning Application - Erection of a single storey part rear/part side extension, conversion of garage to additional living accommodation. Location: 25 Clifton Wood, Holbrook, Ipswich, Suffolk IP9 2PY: Following a discussion approval was proposed by Cllr Allinson, seconded by Cllr Ingleton with all Councillors in favour.</p> <p>DC/21/01009: Householder Planning Application - Erection of a single storey extension and garage/home office. Location: Gants Cottage, Ipswich Road, Holbrook, Ipswich Suffolk IP9 2QT. Following discussion approval was recommended by Cllr Martin, seconded by Cllr Sawyer with all councillors in favour</p> <p>DC/21/01224: Householder Application - Erection of single storey rear extension. Location: 17 Clifton Wood, Holbrook, Ipswich, Suffolk IP9 2PY. Following discussion approval recommended by Cllr Martin, seconded by Cllr Allinson with all councillors in favour.</p> <p>Planning Appeal No: APP/D3505/W/20/3258585, Full Planning application – change of use of an administrative farm building to a rural worker’s dwelling, Red House Farm, Brick Kiln Road, Holbrook. Appeal start date 24/02/21. This was added for information – the Council originally recommended approval.</p>	
<p>HPC2103/09: Councillors’ reports to receive reports from Councillors on activities and issues relating to the parish since the last meeting.</p> <ul style="list-style-type: none"> • A local resident had reported concerns about the hedge on Church Hill. Cllr Allinson had sent the Clerk some photos to record the current situation. Cllr Ambrose had alerted the clerk and the planning authority to the change from the original plans to the roof of one of the bungalows. • Cllr Holmes reported that The White House had trimmed the hedge back which was causing concern and the Clerk was asked to send a thank you note. Cllr Holmes will use the reporting tool to report the overgrown vegetation on the footpath behind the tennis courts of the Academy. • Cllr Martin: expressed some concern about possible misuse of one of the houses in Jervis Close – there were reports of a business being carried out with motorbikes, etc. The Clerk will investigate with the appropriate authority. • Cllr Sawyer: the parish papers are coming up and had suggestions for the Annual Parish Meeting, the upcoming elections etc. which he would send to the Clerk • Cllr Fisk: asked for the address of the HPC facebook page be updated on the website. The Clerk would action. • Cllr Peck: asked for a note in the Parish Papers to ask residents not to leave their dogs’ mess in plastic bags around the village. She also mentioned that the primroses had disappeared from the Cut. Cllr Ingleton agreed to provide some seedlings. 	<p>Clerk</p> <p>Cllr Holmes</p> <p>Clerk</p> <p>Cllr Sawyer</p> <p>Clerk</p> <p>Cllr Sawyer</p> <p>Cllr Ingleton</p>
<p>HPC2103/10 Items for future agenda: Councillors were asked to send the Clerk any items they wanted to be included in the agenda for the April meeting.</p>	<p>All Councillors</p>

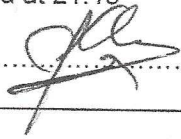
 26/4/21

HPC2103/11 Date of the next meeting:

The next virtual meeting of the Parish Council will be on Monday 19th April 2021 at 19.30 on a remote platform. The Annual Parish Meeting will be held on Wednesday 14th April, via Zoom

The meeting closed at 21.16

Chairman



Date

26/4/21