

HOLBROOK PARISH COUNCIL

Minutes of the meeting of Holbrook Parish Council held at Holbrook Village Hall on Monday 21st February 2022 at 7.30pm.

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

In attendance: Mrs Jo Hazlewood (Clerk). 8 members of the public were in attendance.

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| <p>HPC2102/01 Apologies: Apologies for absence were received from Cllr Peck and Cllr Pittman due to personal circumstances. Councillors agreed to these absences. Apologies were also received from County Councillor Simon Harley and District Councillor Mary McLaren, who both had other Council commitments.</p> | <p>Action</p> |
| <p>HPC2102/02 Declarations of pecuniary and local non-pecuniary Interests and requests for dispensations: No declarations or requests for dispensations were received in connection with the agenda.</p> | |
| <p>HPC2102/03 Public Forum:</p> <p>3.01 Babergh District Council: District Councillor McLaren had circulated her report prior to the meeting, but was unable to attend, due to other commitments. There were no questions</p> <p>Suffolk County Council: County Councillor Simon Harley had circulated a report prior to the meeting but was unable to attend due to other commitments. There were no questions.</p> <p>3.02 Residents: Residents from Denmark Gardens shared their concerns about the dropping off and collecting of pupils from Denmark Gardens – approximately 80 cars per day were using Denmark Gardens. The group have written to the headteacher to express their concerns. They pointed out that much of the parking is irresponsible and encroaches onto gardens or across entrances of houses. There are similar problems on other streets surrounding the school. The group would like to have these issues discussed in an open forum with the council and representatives of the Academy. The Chair recognised that this was not restricted to Denmark Gardens, but also was a problem for other roads in Holbrook. He mentioned that he and the Clerk were Members of the Trust Board of the Academy. He suggested there should be a formal meeting to discuss the matter with all parties involved. The Council will write to the Academy, the Primary School and other interested parties to see if an open meeting can be organised.</p> | <p>Clerk/Cllr Ambrose</p> |
| <p>HPC2102/04 To consider and approve the Minutes of the Parish Council's Meeting held on 17th January 2022: It was proposed by Cllr Allinson and seconded by Cllr Holmes that the minutes of the Parish Council Meeting held on Monday 17th January 2022 be approved and signed. All Councillors were in favour and the minutes were duly signed.</p> | |
| <p>HPC2102/05 Business remaining from previous meetings and ongoing projects:</p> <p>5.01 To receive an update on the actions from the previous meeting:</p> <ul style="list-style-type: none"> • The management plan for Alton Green was still to be updated and shared with the residents surrounding the Green. • Councillor Allinson updated the Council re tree planting at Alton Green as part of the Queen's Green Canopy. There has been a consensus from the residents and the Village Hall Committee and All Saints Church have also agreed to plant a tree. • Highways had been contacted re the road safety measures which could be implemented on the road from Holbrook to Harkstead. The Clerk had updated the resident who had raised concerns and had received a further email from him. There had been feedback that they don't want a speed sign in Lower Holbrook | <p>Cllrs/Clerk</p> <p>Cllr Allinson</p> |



7.02 To note the advice from SALC re the application for a council debit card and to approve and sign the application, proposed by Cllr Fisk and seconded by Cllr Martin. **All Councillors agreed.**

7.03. To consider and agree the maintenance contract for the SID and to approve payment. **It was agreed** that the GOLD cover would be purchased and payment would be made as soon as the agreement had been signed and an invoice received.

7.04 To note and agree the contract for grounds maintenance from Vertas for 22/23. It was proposed by Roy and seconded by Sally to approve the 1-year contract. **All Councillors agreed**

7.05 To approve the signatories for the NS & I account. It was proposed by Cllr Allinson And seconded by Cllr Abbott that Cllr Ambrose, Cllr Ingleton and Cllr Martin should be signatories to this account. **All Councillors agreed.**

7.06 To review the bank mandate for Lloyds Bank. The mandate had been circulated to all councillors and it was proposed by Cllr Holmes and seconded by Cllr Ingleton that the mandate be agreed. **All councillors agreed.**

7.07 To authorise the following payments, including any received prior to the meeting:

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| 22/02/22 | Mrs J Hazlewood – Parish Clerk Salary (BACs) | £ | 588.50 |
| 22/02/22 | Mr P Goodchild – Community Caretaker Salary (BACs) | £ | 200.77 |
| 22/02/22 | HMRC – PAYE (BACs) | £ | 196.20 |
| 22/02/22 | Mrs J Hazlewood – Stationery & Expenses (BACs) | £ | 35.99 |
| 22/02/22 | Compass Point (Neighbourhood Plan) BACs | £ | 540.00 |
| 22/02/22 | Suffolk Cloud (Website Hosting), BACs | £ | 120.00 |
| 22/02/22 | E.ON Next, electricity supply to pavilion (DD) | £ | 12.33 |
| 22/02/22 | Tuddenham Press (Parish Papers) BACs | £ | 169.00 |
| 22/02/22 | Wave (Pavilion Water) DD | £ | 34.94 |
| 22/02/22 | 1 st prize Lottery January (cheque) | £ | 19.25 |
| 22/02/22 | 2 nd prize Lottery January (BACs) | £ | 11.55 |
| 22/02/22 | 3 rd prize Lottery January (cheque) | £ | 7.70 |
| 22/02/22 | 1 st prize Lottery February (BACs) | £ | 19.25 |
| 22/02/22 | 2 nd prize Lottery February (cheque) | £ | 11.55 |
| 22/02/22 | 3 rd prize Lottery February (cheque) | £ | 7.70 |

Authorisation of the payments detailed above, plus the payment for the GOLD maintenance contract, was proposed by Cllr Holmes and seconded by Cllr Robertson **All Councillors agreed.**

HPC2102/08: Planning

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

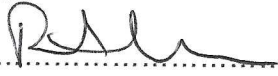

DC/21/01802: Proposal (re-application) Hybrid application comprising: Outline planning application for the erection of 4no self-build detached dwellings (all matters reserved except access); full planning application for the erection of 4no two-bedroom dwellings; with associated landscaping, vehicular access off Hyams Lane and pedestrian access to Church Hill. Location: Land South of Honeysuckle Cottage, Little Orchard, Holbrook, Suffolk. Council recommended refusal. **Awaiting decision.**

DC/21/05576 Proposal: Application for Outline Planning Permission (some matters reserved, access to be considered) Town and Country Planning Act 1990 - Erection of 2 No dwellings with new vehicular access. **Location:** Topples, Ipswich Road, Holbrook, Suffolk IP9 2QT. Council had recommended refusal. **Awaiting Decision**

DC/21/06945 Proposal: householder Planning Application: add 2 no air source heat pumps to rear of property **Location:** Barn Cottage, Harkstead Road, Holbrook, Suffolk IP9 2RQ. **Granted**

DC/21/06745 Proposal: Householder Planning Application - Erection of first floor side extension over existing garage and single storey rear extension (following removal of existing conservatory). **Location:** 23 Clifton Wood, Holbrook, Suffolk, IP9 2PY **Granted**

Clerk

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| <p>08.02 To consider new planning applications received DC/21/06584: Proposal: Householder application – insertion of window to ground floor. Location: 14 Mill Rise, Holbrook Suffolk IP9 2QH. Following a discussion, approval was proposed by Cllr Ingleton and seconded by Cllr Holmes. All Councillors agreed DC/22/00289: Proposal: Application for approval of Reserved Matters pursuant to Outline Planning Permission DC/18/05228 dated 23/01/19 – Appearance, Landscaping, Layout and Scale for erection of 7 no. dwellings (comprising 2 no. 2 bed houses, 3 no. 3 bed houses and 2 no 3 bed chalet bungalows) served via new access from Ipswich Road. Location: Land East of Ipswich Road, Holbrook, IP9 2QT. Following a discussion, the Council felt the comments submitted in response to the original application DC/18/05228 still stand - the application site is within the setting of the AONB, the plans represent overdevelopment of the site and do not reflect the local built character or settlement pattern of the surrounding dwellings. It was proposed by Cllr Allinson and seconded by Cllr Ingleton that that refusal is recommended. All Councillors agreed.</p> | |
| <p>HPC2102/09: 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"> • Cllr Ambrose, on behalf of the Council, expressed sadness at the death of Jim Gitsham who had been very active within the P3 group. • Cllr Fisk said the street light on Primrose Hill is still not working, despite several reports. The Clerk would email Cllr Harley to see what could be done • Cllr Holmes noted that there was a large fallen branch outside the playground which will be removed in due course. • An application has been sent off to Highways for a litter bin to be attached to the existing post by the bus shelter outside Berners Field. • Cllr Allinson told the meeting that the sycamore tree which had fallen on Ipswich Road had been reported to Highways as needing attention last December by himself and Cllr Ingleton • Cllr Ingleton brought the Council’s attention to the fact that the Reserve Swan Football team won the league undefeated • Cllr Ambrose reported that there had been a meeting with local organisations re the Queen’s Platinum Jubilee. Various events have been planned, including Holbrook Society’s proposal that different organisations take a decade each and provide a brief performance depicting that decade. There will be beacon lighting, a village fete and street parties on the Sunday, including one at the village hall. A further planning meeting is being held on 10th March 7.30 in the Chapel. | <p>Clerk</p> <p>Clerk</p> |
| <p>HPC2102/10 Items for future agenda: Councillors were asked to send the Clerk any items they wanted to be included in the 21st March 2022 agenda.</p> | <p>All Councillors</p> |
| <p>HPC2102/11 Date of the next meeting: The next full meeting of the Parish Council will be on Monday 21st March 2022 at 19.30 in the Village Hall.</p> <p>Chairman.......... Date..........</p> | |

The meeting finished at 9.00 p.m.

