



<ul style="list-style-type: none"> <li>The clerk had alerted Holbrook Helpers to the possible need to help identify vulnerable adults in the event of an emergency.</li> </ul> <p><b>5.02</b> To receive an update on Warm Homes Holbrook (Bulk buy initiative) – see above.</p> <p><b>5.03</b> To receive an update on the thermal imaging camera project – see above</p> <p><b>5.04</b> To receive an update on the proposed new pavilion – see above. In addition, it was suggested that local builders could be approached to provide a quote to give some idea of how much the project would cost. Before the project went ahead it would need to go out to tender.</p>																																								
<p><b>HPC1812/06: Correspondence received requiring a response and new business:</b></p> <p><b>6.01</b> To review the following policies:  (a) Safeguarding Policy  (b) Tree Policy  (c) Accessibility Statement  Adoption of the reviewed policies was proposed by Cllr Ingleton and seconded by Cllr King. <b>All Councillors agreed</b></p> <p><b>6.02</b> To receive a report on the Bus Improvement initiative – see 5.1</p> <p><b>6.03</b> To receive a report on the joint meeting of local Parish Councils held on Tuesday 28<sup>th</sup> November and to ratify Holbrook Parish Council’s participation in the proposed Alliance. The Chairman reported that the meeting was well attended and there was a consensus that an Alliance of local parish councils would be a positive step to respond to planning and infrastructure issues which affected all the parishes. The next meeting was proposed for February and is likely to be held at Chelmondiston. <b>All Councillors agreed to HPC’s participation in the Alliance.</b></p> <p><b>6.04</b> To note the contents of the Clerk’s report (attached). The Clerk’s report had been circulated. The Clerk confirmed that there have been IT issues which has caused disruption. Cllr Holmes offered to carry out some of the regular checks required for the new defibrillator and the clerk agreed to forward details of what needed to be done.</p>	<p><b>Cllr Holmes Clerk</b></p>																																							
<p><b>HPC1812/07: Finance:</b></p> <p><b>7.01</b> To receive a financial report from the RFO including the bank reconciliation up to and including 30<sup>th</sup> November and a commentary. The RFO report had been circulated – there were no questions.</p> <p><b>7.02</b> To receive a draft budget and budget notes together with the proposed precept for 2024-25 and to consider, if appropriate, adopting the budget. The draft budget and budget notes had been circulated, together with the list of suppliers, regular payments and predicted reserves. There had been a question mark over one village organisation’s request for a grant, as they appeared to have healthy reserves. Following further information received, the budget working group proposed a smaller donation of £200. The Precept proposed was an increase of 10.21% on last year’s precept, which represented a monetary increase of £4.53 increase in Band D. Cllr Wright proposed and Cllr Ingleton seconded that the budget plan and the proposed precept with the reduced grant referred to above, be approved. <b>All Councillors agreed.</b></p> <p><b>7.03</b> To note that the bank reconciliation has been verified by a councillor who is not a bank signatory – to be deferred to the next meeting as Cllr Allinson was away.</p> <p><b>7.04</b> To authorise and ratify payments including any invoices received after the Agenda was published: Cllr Pittman proposed and Cllr King seconded that the following payments be approved and ratified. <b>All Councillors agreed.</b></p> <table border="1" data-bbox="140 1451 1300 1899"> <tr> <td>02.12.23</td> <td>Best to Serve – HP support package (Debit card)</td> <td>£ 77.83</td> </tr> <tr> <td>19.12.23</td> <td>Mrs J M Hazlewood – Clerk’s salary (BACs)</td> <td>£ 1142.45</td> </tr> <tr> <td>19.12.23</td> <td>Mrs J M Hazlewood – Clerk’s expenses (BACs)</td> <td>£ 26.00</td> </tr> <tr> <td>19.12.23</td> <td>Mr. W. Abbott – Community Caretaker Salary (BACs)</td> <td>£ 433.81</td> </tr> <tr> <td>19.12.23</td> <td>HMRC: PAYE &amp; Employer’s NI (BACs)</td> <td>£ 445.07</td> </tr> <tr> <td>19.12.23</td> <td>Tuddenham Press – Parish Papers (BACs)</td> <td>£ 385.00</td> </tr> <tr> <td>19.12.23</td> <td>Suffolk County Council - LED Lighting (BACs)</td> <td>£ 3635.16</td> </tr> <tr> <td>19.12.23</td> <td>Cloud Next - Domain name &amp; Email addresses -(BACs)</td> <td>£ 191.98</td> </tr> <tr> <td>19.12.23</td> <td>J. Ambrose – Chairman’s Allowance (SO)</td> <td>£ 75.00</td> </tr> <tr> <td>19.12.23</td> <td>M. Thompson – Fitness Classes (BACs)</td> <td>£ 200.00</td> </tr> <tr> <td>19.12.23</td> <td>1<sup>st</sup> Prize Lottery – December (Donated back to PC)</td> <td>£ 0.00</td> </tr> <tr> <td>19.12.23</td> <td>2<sup>nd</sup> Prize Lottery – December (Cheque)</td> <td>£ 12.30</td> </tr> <tr> <td>19.12.23</td> <td>3<sup>rd</sup> Prize Lottery – December (BACs)</td> <td>£ 8.20</td> </tr> </table>	02.12.23	Best to Serve – HP support package (Debit card)	£ 77.83	19.12.23	Mrs J M Hazlewood – Clerk’s salary (BACs)	£ 1142.45	19.12.23	Mrs J M Hazlewood – Clerk’s expenses (BACs)	£ 26.00	19.12.23	Mr. W. Abbott – Community Caretaker Salary (BACs)	£ 433.81	19.12.23	HMRC: PAYE & Employer’s NI (BACs)	£ 445.07	19.12.23	Tuddenham Press – Parish Papers (BACs)	£ 385.00	19.12.23	Suffolk County Council - LED Lighting (BACs)	£ 3635.16	19.12.23	Cloud Next - Domain name & Email addresses -(BACs)	£ 191.98	19.12.23	J. Ambrose – Chairman’s Allowance (SO)	£ 75.00	19.12.23	M. Thompson – Fitness Classes (BACs)	£ 200.00	19.12.23	1 <sup>st</sup> Prize Lottery – December (Donated back to PC)	£ 0.00	19.12.23	2 <sup>nd</sup> Prize Lottery – December (Cheque)	£ 12.30	19.12.23	3 <sup>rd</sup> Prize Lottery – December (BACs)	£ 8.20	<p><b>Clerk/Cllr Allinson</b></p>
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<p><b>HPC1812/08 Planning</b></p> <p><b>8.01</b> To receive an update on the status of planning applications, appeals, enforcement referrals and plans previously reviewed.</p> <p><b>DC/22/05076: Proposal: Full Application</b> - Change of Use of public house (Sui Generis) to form 3No residential dwellings (Use Class C3) including external staircase, and erection of 2No chalet</p>																																								

<p>bungalows (Use Class C3), including vehicular parking and hard and soft landscaping. <b>Location:</b> Compasses Inn, Ipswich Road, Holbrook, Ipswich Suffolk IP9 2QR <b>Awaiting Decision</b></p> <p><b>*DC/23/03342 Proposal:</b> Full Planning Application - Conversion of and extension to redundant agricultural buildings to create 4no. dwellings, and the erection of 1no. new detached dwelling (following demolition of the existing building approved for conversion to 3no. dwellings under application reference DC/23/00655) including access, car parking and landscaping. <b>Location:</b> Grove Farm, Ipswich Road, Holbrook, Ipswich Suffolk IP9 2PH <b>Awaiting Decision</b></p> <p><b>DC/23/04109 Proposal:</b> Application under S73a for Removal or Variation of a Condition following grant of Planning Permission B/12/00500 dated 18/12/2015 Town and Country Planning Act 1990.- To vary Condition 27 (Approved Plans) <b>Location:</b> Former HMS Ganges Site, Shotley Gate, Shotley, Suffolk <b>Awaiting Decision</b></p> <p><b>DC/23/04322 Proposal:</b> Householder Application - Insertion of first floor side window <b>Location:</b> 23 Firebronds Road, Holbrook, Ipswich, Suffolk IP9 2TP <b>Application Refused</b></p> <p><b>DC/23/04668 Proposal:</b> Planning Application. Change of use and alteration works to former agricultural buildings to provide residential annexe, workshop and storage. <b>Location:</b> Grove Farm, Ipswich Road, Holbrook, IP9 2PH <b>Awaiting Decision</b></p> <p><b>DC/23/04977 Proposal:</b> Application to determine if Prior Approval is required for a proposed Change of Use of Agricultural Buildings to Dwellinghouses (C3) and for building operations reasonably necessary for conversion. Town and Country Planning (General Permitted Development)(England) Order 2015 as amended Schedule 2, Part 3, Class Q - Conversion of the barn to form 2 No dwellings utilising existing access. <b>Location:</b> Potash Farm, Ipswich Road, Holbrook, Ipswich Suffolk IP9 2PJ. <b>Granted</b></p> <p><b>DC/23/05055 Proposal:</b> Application for works to Tree subject to Tree Preservation Order (BT49/T8)- Proposal to reduce and reshape Oak Tree crown (T1) unto 4 meters, thin crown unto 5% and remove significant dead wood <b>Location:</b> 7 Hapenny Field, Holbrook, Ipswich, Suffolk IP9 2TS. <b>Granted</b></p> <p><b>DC/23/05008 Proposal:</b> Householder Application – Erection of single-storey rear extension <b>Location:</b> 5 Hapenny Field, Holbrook, Ipswich Suffolk IP9 2TS <b>Granted</b></p> <p><b>DC/23/04869 Proposal:</b> Householder Application - Erection of single-storey rear extension and alterations <b>Location:</b> 2 Fir Tree Cottages, Harkstead Road, Holbrook, Ipswich Suffolk IP9 2RF <b>Granted</b></p> <p><b>DC/23/04868 Proposal:</b> Householder Application - Erection of single-storey extension, alterations and the erection of new outbuilding and double garage <b>Location:</b> 1 Fir Tree Cottages, Harkstead Road, Holbrook, Ipswich Suffolk IP9 2RF. <b>Granted.</b> The Parish Council had recommended refusal of this application, as it was contrary to Policy HN05 of HPC’s Neighbourhood Plan. The clerk was asked to write to the planning authority to ask for further clarification of their decision.</p> <p><b>DC/23/04993 Proposal:</b> Householder Application - Erection of two storey triple bay garage with store above and storage for bins and logs to the side including removal of trees. <b>Location:</b> Wind Willow House, Hyams Lane, Holbrook, Ipswich Suffolk IP9 2QF . <b>Awaiting Decision</b></p> <p><b>DC/23/05282 Proposal:</b> Householder Application - Erection of first floor rear extension including alterations to roof of single storey extension and insertion of 2 No side windows. <b>Location:</b> Homeleigh, Ipswich Road, Holbrook, Ipswich Suffolk IP9 2QR. <b>Awaiting Decision</b></p> <p><b>8.02 To consider new applications received:</b></p> <p><b>DC/23/05434 Proposal:</b> Householder application – erection of 35 no ground based solar panels. <b>Location:</b> Pettwood, Ipswich Road, Holbrook, IP9 2QT</p> <p><b>DC/23/05435 Proposal:</b> Application for listed building consent – erection of 35 no ground based solar panels. <b>Location:</b> Pettwood, Ipswich Road, Holbrook, IP9 2QT. Following a discussion on DC/23/05434 and DC/23/05435, Council Cllr Holmes proposed Cllr Martin seconded that the Council offer no comment on this application: <b>All Councillors agreed.</b></p> <p><b>*Re-application DC/23/03342 Location:</b> Grove Farm, Ipswich Road, Holbrook, <b>Reason(s) for re-consultation:</b> Revised plans received 21.11.23 Following a discussion, Cllr King proposed and Cllr Ingleton seconded that the Council recommend refusal on the same grounds as the first application, as the revised plans had not altered the fact that the application was not compliant with some of the policies contained in Holbrook’s Neighbourhood Plan. <b>All Councillors agreed.</b></p>	<p><b>Clerk</b></p>
<p><b>HPC1812/09: Councillors Reports:</b> to note Councillors’ reports and activities since the last meeting:</p> <ul style="list-style-type: none"> <li>• Cllr Ambrose recommended Councillors pop in to the Community Café on Wednesdays when they get an opportunity. The village meal is proving popular and a Burns Night celebration is coming up in January. The self-help group started to trim Primrose Hill and will resume once they have accessed the training required, which is being supplied by Highways. The Chairman reported that two new headteachers have been appointed –</li> </ul>	

