

Minutes of Holbrook's Annual Parish Meeting

held on Tuesday 25th April 2023 at 7.30 p.m. at the Village Hall.

Present: Cllr John Ambrose (Chairman) Cllr Robert Allinson, Cllr Mel Holmes, Cllr Sally Ingleton, Cllr Michael Robertson, Cllr Alec Wright, District Councillor Mary McLaren, County Councillor Simon Harley and representatives from Holbrook Helpers, Holbrook Entertainment Team, Holbrook Society, Holbrook Village Hall Committee, The Bowls Club, the Flower Club, Holbrook Academy, Churches Together, The PC's Climate Action Working Group (Greener Holbrook Greener World), P3 Group, the Neighbourhood Plan team, The Swan Football Club, the Village Hall Committee, the Parish Recorder, the Community Self Help Group, the Royal Hospital School, the Quoits Club and members of the Parish (49 attendees in total)

In attendance: Jo Hazlewood (Parish Clerk)

1. Apologies were received from 3 members of the public, Cllr Martin and Cllr Peck
2. Introduction and welcome: John Ambrose, Chairman of the Holbrook Parish Council, welcomed everyone to the meeting and explained that the meeting was a meeting for the Parish to come together and share news about their organisations as well as an opportunity for people to raise any matters for consideration, but as this was not a Parish Council meeting, no decisions would be made at the meeting.
3. To make the payment of the peppercorn rent for the Reade Field, to a representative of the Royal Hospital School. The Head Boy and Head Girl of the Royal Hospital School received the Holbrook reed on behalf of the RHS from Cllr John Ambrose, as the peppercorn rent for the Reade Field.
4. To receive a report from the Royal Hospital School: The head girl and head boy from the RHS gave a very interesting report about activities at the school during the last year.
5. The meeting enjoyed some excellent entertainment from some musicians from the Royal Hospital School
6. To approve the minutes of the Annual Parish Meeting held on 4th April 2022. Approval was proposed by Cllr Sally Ingleton and seconded by Cllr Mel Holmes. The minutes were duly signed by the Chairman.
7. To receive the Annual report of the Parish Council from the Chairman, Cllr John Ambrose.
Cllr Ambrose thanked fellow councillors for their support during the year. He thanked Cllr Sarah Peck for her work as a councillor over many years. Cllr Peck was not standing for re-election. He also thanked all the various organisations in Holbrook who contribute so much to the life of the village. He also thanked Pat Goodchild for his many years' excellent service as the Community Caretaker and was pleased to welcome Bill Abbott to the role. He explained that the council currently had 9 nominations for 11 vacancies on the Council and the Council would therefore be looking to co-opt additional members in the near future. Cllr Ambrose's full report is on the website.
7. To receive the financial report from the Responsible Finance Officer:

The Parish started the year on 1st April 2022 with an opening balance of £80,555.92 and closed on 31st March 2023 with a balance of £69,845.44.

The largest expenditure for the year was for converting all the street lighting to LED lamps. 85% of the cost of this has now been met, with the remaining 15% still to come. Reserves have been set aside for a new pavilion and to carry on the fitness classes at Holbrook Academy, as well as a reserves for replacing essential equipment.

The Council continues to invite applications for grants during the year, up to a maximum amount of £500, from local charitable organisations who provide facilities and services for the benefit of the local community. Applications should be made in writing, or by email, to the Clerk. Applications will be considered in the late Autumn when the Council sets its budget and approved grants will be paid during the following financial year.

The Parish Council's accounts have now been audited by the Internal Auditor and will be presented to the Parish Council for adoption at their meeting on 15th May. Following this, they will be sent to the centrally appointed External Auditors and will be published on our website. If you would like further details in the meantime, please don't hesitate to contact: holbrookparishclerk@outlook.com

8. To invite Cllr Mary McLaren, Babergh District Council to address the meeting. Cllr M McLaren presented her annual report and invited questions. The full report is on the Website. Cllr McLaren thanked the Parish Council and residents for the support given to her during her term of office and said it had been a privilege to be the district councillor for the village.
9. To invite Cllr Simon Harley, Suffolk County Council, to address the meeting. Cllr Simon Harley presented his annual report and invited questions. The full report is on the website. Cllr Harley also thanked the Parish Council and the village for their support.
10. To receive an update on the Neighbourhood Plan. Marek Pawlewski gave an update on the Neighbourhood Plan as Chairman of the Working Group. In June or July this year the plan will go to referendum. It has taken 5 years – In 2018 the PC started to look at planning applications which were being lodged and felt there was a need for a coordinated neighbourhood plan to try and ensure planning fitted the need of the Holbrook Community.
He thanked the consultant, Andrea Long for her invaluable help, Terence & Jean Gray, John and Fran Williams, Louise Helliker, John Ambrose, Sarah Pawlewski, Mary McLaren, Maggie Good, Ged and Clare Gora, Suzanne Steer, Dan Thomas & the photographers. The full report is on the website.
11. To receive reports from representatives of other village organisations:
 - (a) **Village Hall Committee:** The Chairman said that bookings were now on track but expenses have gone up. The Village Hall received grants for COVID which helped during that period. He mentioned the Fete planned for June, where Ipswich Hospital Band would be playing with further entertainment by ViVO and Holbrook Primary School. He explained that all organisations were able to keep any funds raised at the Fete this year. He thanked the village hall committee for their work during the year.
 - (b) **Churches Together:** Rev Andrew Sankey representing both churches gave a

brief report about how the Churches in Holbrook village work together to serve Holbrook and have worked together for many years. Both churches are providing opportunities for people to get together. They have worked together to provide warm spaces which take place in the Methodist Church, as it is easier to heat, which is now becoming the Community Café. They also go into schools with Open The Book and visit the local Care Home. Both Churches Pray for people within the community of Holbrook and the surrounding area. There is now a Parish pantry in All Saints Church for people to help themselves and to give what they can. He thanked the community for their support during his time at Holbrook and informed the meeting that Revd Stephen Mann would be coming to replace him.

(c) **Holbrook Helpers:** Holbrook Helpers assisted 734 times over the last year. Thanks to all the volunteers and particular thanks go to Jo Parker, who has been treasurer for 2 years. The role has been taken over by Dean and Lyn Swift. A full report is on the website.

(d) **Parish Recorder** – explained that it had been a remarkable year, with the Diamond Jubilee celebrations and then the death of the Queen. She thanked everyone for the photos supplied for the Jubilee celebrations and expressed concern that for future records there may not be the same quantity of photographs available. She encouraged everyone to take photos on 6th May at the Coronation for posterity. She also explained that Martin Brazil and Andy Sutton undertook a massive project to take photos of the village in 2019. The full report is on the website.

(e) **CSHG** – Trevor Gibb who was coordinating the Community Self Help Group made a plea for more volunteers. He invited volunteers to join the group at 10.30 am in The Cut on Saturday 29th April

(f) **Holbrook Society:** Joy Squirrell presented a report for Holbrook Society and outlined its activities over the year. Holbrook Society accounts were tabled at the meeting. This year's storybook trail was popular and raised funds for The Childrens' Hospice, in addition to several other charitable donations from events during the year.

(g) **Greener Holbrook Greener World:** Cllr Holmes reported that this is a relatively new group which is a village response to climate change. It is a working group of the Parish Council consists of 12 members. It is community led and new members of the group are encouraged to come along and share their ideas. A full report is on the website.

(h) **Bowls Club:** Graham Westley and Les Jolley gave a brief report on the activities of the Bowls Club and wanted to encourage people to join the club which started in 1932. Last year Holbrook Bowls Club won the Stan Wright cup. They emphasised that it was a very friendly club with lovely facilities for carpet bowls and outdoor bowls together with an excellent pavilion. They explained that Bowls is not just for older people and they would very much like some new members.

(i) **Football Club** – Ollie Abbott, the Chairman of The Swan Football Club reported that the Club won Div 4 the previous year and were currently lying 2nd in Div 1. The Club had held some fund-raising activities and had raised £635 to date towards the new pavilion. He invited residents to find further information from the Holbrook

Swan FC Facebook account. He thanked the Parish Council for their support over the year for help with repairing the pavilion.

Alton Belles had also sent a report to the Clerk but were not represented at the meeting. Their report is published on the website.

12. To invite the public to raise any matters of interest.

(i) Sylvia MacLean thanked everyone who helped to care for the Reade Field and said what a lovely facility it was for the residents of Holbrook.

(ii) Charles Sandoval raised an issue about the playground surface, which consists of old recycled tyres: they explained that scientists had found potential health risks associated with using recycled tyres. Some studies have identified an increased cancer risk to children due to several carcinogenic chemicals being present in the recycled tyres. He suggested alternative, safer surfaces could be considered. The Chairman noted the concerns and suggested that they were put in writing to the Clerk who would follow them up and add it to the agenda of a Parish Council Meeting for further discussion. The Chairman pointed out that these recycled tyres Surfaces were widely used in the UK and had been approved as a surface by the HSE.

(iii) A series of photographs were shown, which are now on Holbrook Village website, These photographs had been created as a snapshot of Holbrook by Martin Brazil and Andy Sutton and were referred to above in the Parish Recorder's report.

13. Cllr Ambrose concluded the meeting by thanking everyone for attending and invited them to stay for light refreshments.

The meeting closed at 9.25 p.m.