HOLBROOK PARISH COUNCIL https://holbrookparishcouncil.gov.uk

Minutes of the Parish Council meeting of Holbrook Parish Council (HPC) held at Holbrook Village Hall on Monday 18th March 2024 at 7.30pm.

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

In attendance: Mrs J Hazlewood (Clerk), County Cllr Simon Harley, District Councillor Mary McLaren and 25 members of the public

The Chairman welcomed Councillors and members of the public to the meeting:	To be		
HPC1803/01 Apologies: To receive apologies for absence: Cllr Connick and Cllr King sent	actioned		
apologies due to other commitments. Councillors agreed to these apologies	by:		
HPC1803/02: Co-option of Councillor: to propose and, if agreed, to ratify the application from a			
candidate to fill the remaining vacancy for a councillor. Councillors had received a brief resume of			
the proposed candidate and following verification of eligibility, it was proposed by Cllr Ambrose and			
seconded by Cllr Holmes that Justin Stephens be appointed councillor to Holbrook Parish Council			
which was unanimously agreed by councillors. Mr. Stephens signed the declaration of			
acceptance of office and took his place as a member of the Council.			
HPC1803/03 Declarations of Pecuniary and local non-pecuniary interest			
2.01: to receive declarations of pecuniary and local non-pecuniary interest(s) in items on the agenda			
and their nature including gifts of hospitality exceeding £25. No declarations were received.			
2.02: to receive requests for dispensations - no requests were received.			
HPC1803/04 : Public Forum			
4.01: To receive reports from the District and County Councillors: reports had been circulated from			
both the District and County Councillor. District Cllr McLaren added that the recommendations			
about parking charges has now gone to cabinet. County Councillor Simon Harley emphasised the			
financial difficulties experienced by the County Council, which is reflected across the country. The			
Ofsted report for SEND in the County was once again disappointing. Consultation re devolution is			
open by visiting Suffolk County Council website. Any reports of missing or damaged signs can be			
reported on the reporting tool and the reference number sent to Cllr Harley for him to follow up.			
There being no further questions, the Chairman thanked the District and County Councillors for their			
reports.			
4.02: To receive questions and matters of concern from members of the public who are present.			
Members of the public raised the issue of parking around the local schools which they believed the			
Parish Council should address. Their concerns were about lack of parking facilities at the Academy,			
safety, speeding and inconsiderate parking, causing problems for residents and pedestrians,			
particularly in Denmark Gardens where, in parts, there were no pavements. Councillors agreed that			
other roads in the village were also affected. The Parish Council had debated the issue in 2022 and			
after considerable research and several meetings, had resolved in July 2022 that there was nothing			
further that the PC could do. The Chairman reported that recently the PC has had regular meetings			
with the local community police officer, where issues around parking had been discussed. He added			
that to implement any parking restrictions a Traffic Regulation Order would need to be			
commissioned, which would be beyond the budget of the Council at this time, at a cost of several			
thousand pounds. The Chairman thanked residents for their input and closed the public session			
HPC1803/05: To consider and approve the minutes of the Parish Council meeting held on 19 th			
February 2024. It was proposed by Cllr Allinson and seconded by Cllr Ingleton that the minutes be approved and signed. All Councillors agreed and the minutes were duly signed.			
HPC1803/06: Business remaining from previous meetings and ongoing projects:			
6.01 To receive an update on the actions from previous meetings and the meeting held on 19 th			
February 2024			
 To update the promotional material for Warmer Holmes Holbrook – deferred as Cllr King 			
	Cllr King		
was unable to be present.	Cllr		
• To seek further quotes from local builders for the new pavilion. Cllr Connick was seeking	Connick		
further quotes and would report back to council.			
• The clerk and Chairman had met with Holbrook Primary School Road Safety Team and had			
discussed the parking issues around the Primary School. The children have written an			
article for the Parish Papers and the Chairman has agreed to supply some bulbs from his			
Chairman's allowance for the children to plant on the grass verges to deter people from			
parking on the grass verges and the junctions. Public Realm are being consulted about			
installing some wooden posts to alleviate the problem.			
 Flooding at Hales Grove has been reported again on the reporting tool. 			
An editor is still needed for the Parish Papers for the future, but the Chair reported that, in			
the meantime, the next issue will be published and will contain a plea for a new editor.			

Clerk was still pursuing the removal and replacement of the bin at the rear of Holbrook Academy. In the meantime, the current bin had been secured by a heavy duty cable tie and was stable. Clerk				
was stable. Cliss 6.02 To receive an update from the Greener Holbrook Greener World meeting including Warm Homes Holbrook (Buk buy initiative). The draft minutes of the meeting of GHGW had been circulated. The thermal camera has been collected and some surveys had been carried out. Clit Allinson and Clits Stephene of there due has with the surveys. Clits Stephene of Clits Stephene of the Parish Papers, (see above) come Hitter Galley had kindly offered help with designing and creating artwork but had insufficient time to take on the role of editor. CM To receive an update on the furge of the Parish Papers, (see above) Come Hitter Galley had kindly offered help with designing and creating artwork but had insufficient time to take on the role of editor. CM To receive the following policies: (a) Asset Register (b) Publication Schemel (b) Publication Schemel (c) Privacy Naticas (d) FOI Requests Policy Adoption of the reviewed policies was proposed by Clir Allinson and seconded by Clir Pittman. All Counciliors agreed Curso Councilors noted the new procurement thresholds contained in the Finance Regulations which came into force in January 2024. 7.03 To consolder the contents of County Councillor Simon Harley's email re the provision of a height warning notice tor The Mill. Following a discussion, it was agreed not the pursue this, believing there work ong oroups. Clir Ingleton proposed and Clir Pittman seconded that the Terms of Reference to the Alliance of local parishes. Clir McLaren reported that these groups can be very beneficial Clir McLaren reported that the Terms of References to adoptater, proposed etros of a successful groupi				Clerk
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19.03.24	E.On - Pavilion Electricity Aug 23-Feb 24 (DD)	£ 164.31	
19.03.24	M Thompson – Fitness Classes (BACs)	£ 150.00	
19.03.24	East Anglian Air Ambulance Service (Debit Card)	£ 50.00	
19.03.24	Lottery – 1 st prize March draw – donated back to PC	£ -	
19.03.24	Lottery – 2 nd prize March draw (BACs)	£ 12.30	
19.03.24	Lottery – 3 rd prize March draw – donated back to PC	£ -	
	the transfer of £412.95 from the Reade Field bank account to the Tr		
	rize money paid to lottery winners. The transfer was proposed by	Cllr Ingleton and	
	Cllr Wright. All Councillors agreed.		
HPC1803/08	Planning		
	ve an update on the status of planning applications, appeals, er	nforcement	
	lans previously reviewed. Bron and Full Application - Observe of the of sublic house (Ou	: O and a site) to f amou	
	Proposal: Full Application - Change of Use of public house (Su		
	al dwellings (Use Class C3) including external staircase, and erect se Class C3), including vehicular parking and hard and soft landso		
Compasses	Inn, Ipswich Road, Holbrook, Ipswich Suffolk IP9	2QR <i>Granted</i>	
	xpressed disappointment that the granting of this application s		
	sighbourhood Plan (for example HPN02) Cllr Allinson suggested th		
	ning should be invited meet with members of the Parish Council. Cll		
	Planning Department to see if an appropriate member of the team		
	h particular emphasis on the effectiveness of the Neighbourhood P		
DC/23/04109	Proposal: Application under S73a for Removal or Variation of a Co	ndition following	
	ing Permission B/12/00500 dated 18/12/2015 Town and Country PI		
	tion 27 (Approved Plans) Location: Former HMS Ganges Site, Shot	ley Gate, Shotley,	
Suffolk Await			
	Proposal: Planning Application. Change of use and alteration		
	ildings to provide residential annexe, workshop and storage. Locat	ion: Grove Farm,	
•	Holbrook, IP9 2PH Granted Proposal: Householder application – erection of 35 no ground ba	and color popole	
	ttwood, Ipswich Road, Holbrook, IP9 2QT <i>Awaiting Decision</i>	iseu solai parleis.	
	Proposal: Application for listed building consent – erection of 35	no ground based	
	Location: Pettwood, Ipswich Road, Holbrook, IP9 2QT. Awaiting		
	Proposal: Full Planning Application - Conversion of barns to form		
	d landscaping, using existing access. Location: Potash Farm, Ipsw		
	vich Suffolk IP9 2PJ. Awaiting Decision		
	Proposal: Application for Listed Building Consent - Works to facilita		
	3No. dwellings. Location: Potash Farm, Ipswich Road, Holbrook, I	pswich Suffolk	
	niting decision Brancosk Listed Building Concernt, Fraction of concernations (fallowing	
	Proposal: Listed Building Consent - Erection of conservatory (nopied porch). Location: Woodlands Farm, Woodlands Road, Ho		
	T – Awaiting Decision		
	Proposal: Householder Application - Erection of conservatory (follo	wing removal of	
	h). Location: Woodlands Farm, Woodlands Road, Holbrook, Ipswi		
2PT. – Await			
	Proposal: Notification of Works to Tree in Conservation Area - T1 -		
	n in height to approx 13 metres. Reduce and reshape lateral limbs		
	crown as appropriate. Location: 21 Denmark Gardens, Holbrook,	Ipswich, Suffolk	
Refused	Bronocal Natification for Drive Approval for a Dranaged Observe of	Lloo of	
	Proposal: Notification for Prior Approval for a Proposed Change of		
	uilding to a Dwelling (Class C3), and for Associated Operational Dev Country Planning (General Permitted Development) Order 2015 Sc		
	ation of 1No. dwelling house within existing steel frame barn. Locat		
	Holbrook, Ipswich Suffolk IP9 2PH. Awaiting Decision		
	ider new applications received:		
	Proposal: Householder Application - Erection of single storey exter	nsions	
	Clifton Wood, Holbrook, IP9 2PY. Following a discussion, approval		
by Cllr Wright	and seconded by Cllr Martin – All Councillors agreed.		
	Proposal: Householder Application - Create wider entrance openin		
	canopy over: Remove cladding, insulate and finish with render. Lo		
	on Close, Holbrook, Ipswich Suffolk IP9 2GZ. Following a discussi		
	Cllr Allinson and seconded by Cllr Holmes. All Councillors agreed		
	Proposal: Application under S73a for Removal or Variation of a Co		
JIANT OF PIANN	ing Permission B/12/00500 dated 18/12/2015 under the Town and (Country Planning	

Act 1990 To vary Condition 27 (Approved Plans) Location: Former HMS Ganges Site, Shotley Gate, Shotley, Suffolk further information has been received in relation to this consultation, which can be found on the Council's website at:				
http://www.babergh.gov.uk/planning/development-management/application-search-				
andcomment/search-for-applications				
Following a discussion, it was agreed that the Council did not wish to make any comments on the				
Variations referred to in this application but would reiterate Holbrook Parish Council's concerns				
expressed in its previous comments re the increase in the volume of traffic.				
HPC1803/10: Councillors Reports: to note Councillors' reports and activities since the last				
meeting:				
Cllr Martin asked if the fitness classes would continue at the Peninsula Sports Centre				
and the Chairman confirmed that there was still grant funding in the pot to continue for the				
next financial year. Cllr Martin reported that two static buildings had been delivered to the				
house recently sold by the side of the Academy – The Chairman explained that a planning				
application had just been received, too late for inclusion in this meeting's agenda, which				
would address the issue.				
Cllr Pittman asked if the Peninsula Sports Centre would be expanding its activities in the				
future. Discussions would continue with the Academy on this subject and the possible				
creation of a CIC. Cllr Pittman also mentioned that there was going to be a Charity				
Football Match at Reade Field at 2.30 p.m. on Saturday 23rd March.				
Cllr Stephens reported the bus shelters would benefit from some attention, which the				
CSHG would be prepared to undertake. There were some funds left in the budget if				
required. He also reported that the CSHG were about to undertake further work on				
Primrose Hill and invited volunteers.				
Cllr Holmes announced the Family Hedgehog Hooray event on Easter Saturday from 2 –				
4 p.m.				
 Cllr Ambrose reported that there will be a quiz on 30th March at The Swan in aid of St. 				
Elizabeth Hospice and he hoped the Parish Council may be able to enter a team. He				
added that the Village Fete is on 1 st June; Members of Babergh Climate Change will have				
a stall, which will include information on Food Waste. Cllr Stephens offered a PA system				
for the singers and performers, etc.				
HCP1902/11: To consider items for future agendas: Councillors were asked to send the Clerk	All Clirs			
any items they wanted to be included on the Monday 15th April 2024 meeting agenda.				
HPC1803/12: 15 th April 2024 at Holbrook Village Hall at 7.30 p.m. The Annual Parish Meeting is				
on 23 rd April 2024				
Chairman Date				

The meeting finished at 8.57 p.m.