

PARISH OF HOLBROOK – NOTICE OF MEETING

I hereby give you notice that the next meeting of Holbrook Parish Council will be held in the Village Hall on Monday 20th February 2017 at 1930hrs. All Parish Councillors are summoned to attend and all parishioners are invited. Any member of the public wishing to speak at Item 3 should give notice to the Clerk at or before the commencement of the meeting.

AGENDA

- HPC1702/01 Apologies:** To receive and consent to accept any apologies for absence.
- HPC1702/02 Declarations of pecuniary and local non-pecuniary interest**
02.01 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.
02.02 To receive requests for dispensations.
- HPC1702/03 Public Forum**
To receive reports for information from District and County Councillors.
To receive questions and matters of concern from members of the public who are present.
- HPC1702/04 To consider and approve the minutes of the Parish Council meeting held on 16th January 2017.**
- HPC1702/05 Business remaining from previous meetings and ongoing projects**
5.01 Reade Field Improvement Project.
5.02 Alton Green update.
5.03 Adoption of Phone Box in Clench Road.
- HPC1702/06 Correspondence received requiring a response and new business**
6.01 To receive a presentation from Mr Bill Jenman, Suffolk Coasts and Heaths AONB about future local projects.
6.02 To consider applications for the two councillor vacancies.
6.03 To confirm the lead Councillor for Emergency Planning.
6.04 To discuss arrangements for the Annual Parish Meeting.
6.05 To consider a response to the offer from the Rural Coffee Caravan.
6.06 To consider renewal of the Reade Field main grass cutting contract and the boundary cutting contract.
- HPC1702/07 Finance**
7.01 To receive a financial report from the Responsible Financial Officer.
7.02 To authorise payments: Mrs F Rolfe (Clerk's Salary) £538.88, Mr P Goodchild (Community Caretaker salary) £136.09, Post Office Ltd (HMRC PAYE) £34, Holbrook Academy (room hire) £100, Eon (Pavilion Electricity Bill) £10.75 and any others received prior to the meeting.
- HPC1702/08 Planning**
8.01 To receive an update on the status of planning applications, appeals, enforcement referrals and plans previously reviewed.
8.02 To consider planning applications received:
B/17/00040 Fishpond House, Fishponds Lane, Holbrook IP9 2QZ: Erection of ground floor single storey extension following demolition of existing and replacement of windows and doors.
B/17/00042 Solarium, Ipswich Road, Holbrook IP9 2QT: Erection of 1 detached dwelling and construction of new vehicular access (revised design from B/8/1710)
B/17/00049 Classic House, Ipswich Road, Holbrook IP9 2QR: Change of use from teashop (A3) to a dwellinghouse (C3)
B/17/00057 1, Alton Hall Cottages, Hyams Lane, Holbrook IP9 2QF: Erection of 2 storey side extension and single storey rear extension.
B/17/00094 Hillside House, Church Hill, Holbrook IP9 2PQ: Conversion of garage/store and insertion of rear dormer window to form 1 dwelling (revised scheme to that approved under B/16/00532)

B/17/00145 Orchard Lea, Ipswich Road, Holbrook IP9 2QT: Erection of 2 storey rear and side extensions and detached single garage.

B/17/00161 16 HaPenny Field, Holbrook IP9 2TS: Removal of all smaller lower branches, and individual branches (approx. 20% of tree); upper branches to be pollarded and dead or diseased growth to be removed on 1 no. oak tree.

HPC1702/09 Councillors' reports:

09.01 To note Councillors' activities since the last meeting.

09.02 To receive reports from Councillors on issues relating to the Parish.

HPC1702/10 To consider items for future agenda

HPC1702/11 Date of next Parish Council meeting 20th March 2017.

Signed: *Ferial Rolfe* Parish Clerk

Date: 14th February 2017