

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 21st August 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

- HPC1708/01 Apologies:** To receive and consent to accept any apologies for absence.
- HPC1708/02 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.
- HPC1708/03 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.
- HPC1708/04 To consider and approve the minutes of the Parish Council meeting held on 17th July 2017.**
- HPC1708/05 Business remaining from previous meetings and ongoing projects**
5.01 Reade Field Improvement Project update.
5.02 To consider the need for a management plan for Alton Green.
5.03 To receive a report on the condition of litter and dog bins and to consider appropriate actions.
- HPC1708/06 Correspondence received requiring a response and new business**
6.01 To consider a response to the notice of intended disposal of The Swan PH, which is registered as an asset of community value.
6.02 To consider further actions required to appoint a new Clerk to the Council.
- HPC1708/07 Finance**
7.01 To receive a financial report from the Responsible Financial Officer.
7.02 To authorise payments: Anglian Water (Pavilion water bill) £23.67, Holbrook Village Hall (Hire for additional meeting) £15, Eon (Pavilion electricity bill) £9.27, Vertas (Reade Field Cutting) £190.69, Mr O Abbott (Reade Field maintenance) £100, Mrs F Rolfe (Clerk's Salary) £544.28, Mr P Goodchild (Community Caretaker salary) £163.30, Post Office Ltd (HMRC PAYE) £40.80, and any others received prior to the meeting.
- HPC1708/08 Planning**
8.01 To receive an update on the status of planning applications, appeals, enforcement referrals and plans previously reviewed, and to approve the minutes of the planning committee meeting held on 7th August 2017.
8.02 To consider planning applications received:
DC/17/03231 Pettwood, Ipswich Road, Holbrook, IP9 2QT: Change of use of outbuildings to holiday accommodation and erection of detached cartlodge with office and storage over.
DC/17/03232 Pettwood, Ipswich Road, Holbrook, IP9 2QT: Listed Building Consent - Works to facilitate change of use of outbuildings to holiday accommodation and erection of detached cartlodge with office and storage over.
DC/17/03614 10 Mill Rise, Holbrook, IP9 2QH: Erection of two-storey side extension and single storey rear extension
- HPC1708/09 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.
- HPC1708/10 To consider items for future agenda**
- HPC1708/11 Date of next Parish Council meeting 18th September 2017.**

Signed: *Ferial Rolfe* Parish Clerk

Date: 15th August 2017