

## 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 19<sup>th</sup> February 2018, at 1930 hrs. 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

- HPC1802/01**      **Apologies:** To receive and consent to accept any apologies for absence.
- HPC1802/02**      **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.
- HPC1802/03**      **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.
- HPC1802/04**      **To consider and approve the minutes of the Parish Council meeting held on 15<sup>th</sup> January 2018.**
- HPC1802/05**      **Business remaining from previous meetings and ongoing projects**  
5.01 To receive an update on the Reade Field Project  
5.02 To receive an update on the Neighbourhood Plan  
5.03 To receive an update on the Councillor Vacancy
- HPC1802/06**      **Correspondence received requiring a response and new business**  
6.01 Samantha Lanier Report - War Memorial Research  
6.02 Approval of Internal Auditor for 2017/18 year end accounts  
6.03 To review and adopt the Financial and Management Risk Assessment  
6.04 To review and adopt the Financial Regulations  
6.05 BBC Radio Suffolk Village of the year competition  
6.06 Information on the Suffolk Highways' Community Self Help survey  
6.07 New website address <http://holbrook.suffolk.cloud>  
6.08 Review of the Register of Interests  
6.09 To discuss arrangements for the Annual Parish Meeting
- HPC1802/07**      **Finance**  
7.01 To receive a financial report from the Responsible Financial Officer.  
7.02 To authorise payments: Mrs Goodyear (Clerk's Salary) £544.28, Mr P Goodchild (Community Caretaker salary) £163.30, HMRC PAYE £40.80, Suffolk.Cloud £200.00, Clerks Expenses (Ink Cartridge) £12.99, Mr Abbott (Installation of new dog and litter bins) £150.00, Eon (Pavilion electricity bill) £13.08, Suffolk Wildlife Trust (Annual Membership) £38.00, Vertas (Reade Field Q4 cutting) £190.69 and any others received prior to the meeting.
- HPC1802/08**      **Planning**  
8.01 To receive an update on the status of planning applications, appeals, enforcement referrals and plans previously reviewed.  
**DC/17/06037** – Erection of 30 Dwellings. Land to the North of Woodlands Road, Holbrook, Ipswich, IP9 2PS. *Pending Decision*  
**DC/17/05819** – Erection of Dwelling and garage utilising shared vehicular access. Foxgloves, Harkstead Road, Lower Holbrook, Ipswich, IP9 2RJ. *Pending Decision*  
**DC/17/06264** – Erection of a two-storey extension and porch. 1 Alton Green, Holbrook, Ipswich, Suffolk, IP9 2RN. **Granted**  
**DC/17/06266** – Erection of a two-storey extension. 2 Alton Green, Holbrook, Ipswich, Suffolk, IP9 2RN. **Granted**  
8.02 To consider planning applications received:  
**DC/18/00122** - Barn Cottage, Harkstead Road, Holbrook, Ipswich Suffolk IP9 2RQ. Erection of 1 no. three bedroom dwelling with basement, garage and parking (following demolition of existing stables). *Deadline 20th February 2018.*  
**DC/18/00254** - Romney Lodge, Alton Green, Holbrook, Ipswich Suffolk IP9 2RN. Erection of single storey side extension and porch extension (following removal of existing conservatory). *Deadline 5<sup>th</sup> March 2018.*
- HPC1802/09**      **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.
- HPC1802/10**      **To consider items for future agenda**
- HPC1802/11**      **Date of next Parish Council meeting Monday 19<sup>th</sup> March 2018 at 7.30pm.**

Signed:

*Linda Goodyear*

Parish Clerk

Date: 13<sup>th</sup> February 2018