

## PARISH OF HOLBOOK – 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 15<sup>th</sup> October 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

- HPC1810/01 Apologies:** To receive and consent to accept any apologies for absence.
- HPC1810/02 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.  
2.02 To receive requests for dispensations.
- HPC1810/03 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.
- HPC1810/04 To consider and approve the minutes of the Parish Council meeting held on 17<sup>th</sup> September 2018.**
- HPC1810/05 Business remaining from previous meetings and ongoing projects**  
5.01 To receive an update on the actions from the previous meeting  
5.02 To receive an update on the Reade Field Project  
5.03 To receive an update on the Neighbourhood Plan
- HPC1810/06 Correspondence received requiring a response and new business**  
6.01 Condition of footpaths and grass cutting in Samford Close and Jervis Close  
6.02 Review and approve the Health and Safety and Equality Procedures
- HPC1810/07 Finance**  
7.01 To receive a financial report from the Responsible Financial Officer  
7.02 Notice of the External Audit and right to inspect the Annual Return  
7.03 To authorise payments: Mrs Goodyear (Clerk's Salary) £555.16, Mr P Goodchild (Community Caretaker salary) £163.30, HMRC PAYE £40.80, Clerks Expenses £30.60, Vertas (Grounds Maintenance) £251.42, Harkstead & Lower Holbrook GNS (Donation) £65.50, Suffolk Accident Rescue Service (Donation) £25.00, Dom's Fund (Donation) £50.00, Holbrook Village Hall (Donation) £400.00, Holbrook PCC (Donation) £350.00, Holbrook Academy (Donation) £30.00, RBL Poppy Appeal (Donation) £50.00, RBL donation (Bus Shelter Donation) £200.00, PKF Littlejohn (External Audit Fee) £240.00 and any others received prior to the meeting.
- HPC1810/08 Planning**  
8.01 To receive an update on the status of planning applications, appeals, enforcement referrals and plans previously reviewed.  
**DC/18/03370** - Householder Planning Application - Erection of front and infill side extension. The Moorings, Harkstead Road, Lower Holbrook, Holbrook Ipswich Suffolk. **Granted**  
**DC/18/03531** - Householder Planning Application - Installation of air source heat pump to side elevation. 20 Jervis Close Holbrook Ipswich Suffolk IP9 2RR. **Granted**  
**DC/18/03759** - Planning Application. Erection of a boat store and workshop for the storage and repair of the Royal Hospital Schools boats and the on-site training of students. The Royal Hospital School Royal Hospital School Holbrook Ipswich Suffolk IP9 2RX **Decision Pending**  
**DC/18/03907** - Householder Planning Application - Erection of first floor and single storey front extension. 13 Mill Rise Holbrook Ipswich Suffolk IP9 2QH **Decision Pending**  
8.02 To consider planning applications received:  
**DC/18/04232** - Householder Application. Insertion of dormer windows to front elevation. 1 Alton Green Holbrook Ipswich Suffolk IP9 2RN.
- HPC1810/09 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.
- HPC1810/10 To consider items for future agenda**
- HPC1810/11 Date of next Parish Council meeting Monday 19<sup>th</sup> November 2018 at 7.30pm.**

Signed:

*Linda Goodyear*

Parish Clerk

Date: 9<sup>th</sup> October 2018