

## 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 18<sup>th</sup> June 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

- HPC1806/01**      **Apologies:** To receive and consent to accept any apologies for absence.
- HPC1806/02**      **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.
- HPC1806/03**      **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.
- HPC1806/04**      **To consider and approve the minutes of the Parish Council meeting held on 21st May 2018.**
- HPC1806/05**      **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 and the Equipment Safety Survey  
5.03 To receive an update on the Neighbourhood Plan and note the Terms of Reference  
5.04 To review the draft Privacy Policy  
5.05 To receive an update on the GDPR Action Plan  
5.06 To receive an update on the drainage issue in Lower Holbrook
- HPC1806/06**      **Correspondence received requiring a response and new business**  
6.01 To receive an update on the War Memorial  
6.02 To review and approve the Document Retention and Dispensations Policies  
6.03 To discuss and consider a Speed Awareness Sign  
6.04 To discuss the possibility of a village beacon for the 11<sup>th</sup> November Remembrance Day
- HPC1806/07**      **Finance**  
7.01 To receive a financial report from the Responsible Financial Officer.  
7.02 To review the Internal Audit Report and Action Plan  
7.03 To fulfil the External Audit Requirements and approval of the AGAR Statements  
7.04 To authorise payments: Mrs Goodyear (Clerk's Salary) £544.28, Mr P Goodchild (Community Caretaker salary) £122.48, HMRC PAYE £30.60, Clerks Expenses £55.58, Cllr Gray Expenses £15.50, Mr O. Abbott (Reade Field Maintenance) £100.00, Heelis & Lodge (Internal Audit) £128.00, Playquip Inspection £192.00, Data Protection Fee £35.00, Open Spaces Subscriptions £45.00, Babergh Licensing Team £20.00 and any others received prior to the meeting.
- HPC1806/08**      **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. **Withdrawn**  
**DC/18/01256** -Outline Planning Application (Access to be considered) - Erection of 4No. dwellings and vehicular access. Land Adjacent to Church Green Cottages Church Hill Holbrook IP9 2QP. **Pending Decision**  
**DC/18/01386** - Former HMS Ganges Site, Shotley Gate, Shotley, Suffolk Application under Section 73 of the Town and Country Planning Act - The full and partial demolition of buildings associated with the redevelopment, without compliance with Condition 22 (Acoustic Fence) Condition 25 (Anson Building) and Condition 29 (Faith, Hope and Charity Steps). **Pending Decision**  
**DC/18/01725** - Solway, Royal Hospital School, Holbrook, Ipswich Suffolk IP9 2RU. Erection of a single storey extension and the erection of a detached cart lodge. **Pending Decision**  
**DC/18/01994** - Land on The East Side of Ipswich Road Holbrook Suffolk. Discharge of Conditions Application for B/14/01288 - Condition 10 (Archaeological Works). **Pending Decision**  
  
8.02 To consider planning applications received:  
**DC/18/02341** - Erection of side and rear extensions. Mill House Church Hill Holbrook Ipswich Suffolk IP9 2QN  
**DC/18/02342** - Application for Listed Building Consent - Erection of side and rear extensions. Mill House Church Hill Holbrook Ipswich Suffolk IP9 2QN
- HPC1806/09**      **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.
- HPC1806/10**      **To consider items for future agenda**
- HPC1806/11**      **Date of next Parish Council meeting Monday 16<sup>th</sup> July 2018 at 7.30pm.**

Signed:

*Linda Goodyear*

Parish Clerk

Date: 11<sup>th</sup> June 2018