

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 21st October 2019, 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

- HPC1910/01 Apologies:** To receive and consent to accept any apologies for absence.
- HPC1910/02 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.
- HPC1910/03 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.
- HPC1910/04 To consider and approve the minutes of the Parish Council meeting held on 16th September 2019.**
- HPC1910/05 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 Working Group
- 5.03 To receive an update on the Neighbourhood Plan
- HPC1910/06 Correspondence received requiring a response and new business**
- 6.01 To discuss the Tree Wardens Report on the Oak Tree at Alton Green
- 6.02 To discuss the Tree Wardens Report on the trees in the hedgerow bordering Denmark Gardens and The Cut
- 6.03 To discuss the Woodland Trust Pledge
- 6.04 Update on the Snapshot in Time Project
- 6.05 Update on the adoption of the litter and dog bins on Admirals Quarter
- 6.06 Review and approve the Health and Safety and Equality Procedures
- HPC1910/07 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) £170.86, HMRC PAYE £42.60, Clerks Expenses £49.50, Tuddenham Press (Parish Papers), John Ambrose (Two Toddler Swings) £173.04, E-on (Pavilion Electricity) £10.06, Holbrook Academy (Donation) £30.00, RBL Poppy Appeal (Donation) £50.00, SALC (Training) £60.00, PKF Littlejohn (External Audit) £240.00 and any others received prior to the meeting.
- HPC1910/08 Planning**
- 8.01 To receive an update on the status of planning applications, appeals, enforcement referrals and plans previously reviewed.
- DC/19/03146** - Planning Application. Change of use of Former Post Office to Dwelling. The Former Post Office Ipswich Road Holbrook Ipswich IP9 2QR. **Withdrawn**
- DC/19/03947** – Householder Application. Erection of two storey front extension (following demolition of existing). Wisteria House, Ipswich Road, Holbrook, Ipswich Suffolk IP9 2QR. **Granted**
- DC/19/03823** - Full Planning Application. Erection of 1 No dwelling (following demolition of existing outbuildings). Orchard Cottage, The Street, Holbrook, Ipswich, IP9 2PX. **Awaiting Decision**
- 08.02 To consider planning applications received:
- DC/19/04580** - Householder Planning Application, Erection of a veranda. 21 Denmark Gardens, Holbrook, Ipswich, Suffolk IP9 2BG.
- DC/19/04709** - Householder Application, Erection of single storey side, single and part two storey rear extension and front porch extension. Norwood Green, The Street, Holbrook, Ipswich, IP9 2PZ
- HPC1910/09 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.
- HPC1910/10 To consider items for future agenda**
- HPC1910/11 Date of next Parish Council meeting Monday 18th November 2019 at 7.30pm.**

Signed:

Linda Goodyear

Parish Clerk

Date: 15th October 2019