

## PARISH OF HOLBOOK – NOTICE OF MEETING

I hereby give you notice that the next meeting of Holbrook Parish Council will be held on a remote meeting platform on Monday 13<sup>th</sup> July 2020, at 1930 hrs. All Parish Councillors are summoned to attend and all parishioners are invited. Any member of the public wishing to attend or speak at Item 3 should contact the Clerk prior to the meeting, who will arrange access.

### AGENDA

- HPC2007/01 Apologies:** To receive and consent to accept any apologies for absence.
- HPC2007/02 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.
- HPC2007/03 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.
- HPC2007/04 To consider and approve the minutes of the Parish Council meeting held on 15<sup>th</sup> June 2020.**
- HPC2007/05 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
- 5.04 To receive an update on the Community Self Help Scheme
- 5.05 To receive an update on the Holbrook Helpers
- HPC2007/06 Correspondence received requiring a response and new business**
- 6.01 To discuss the Annual Play Area Inspection Report and the Re-opening Plan
- 6.02 To review and approve the Complaints Procedure, Training and Development and Travel and Expenses Policies
- HPC2007/07 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 Acknowledge the Period for the Exercise of Public Rights
- 7.05 To authorise payments: Mrs Goodyear (Clerk's Salary) £555.16, Mr P Goodchild (Community Caretaker Salary) £181.52, HMRC PAYE £45.20, Clerks Expenses £40.39, Tuddenham Press (Parish Papers) £155.00 and S.Ingleton (Play Area Bin) £63.19 and any others received prior to the meeting.
- HPC2007/08 Planning**
- 8.01 To receive an update on the status of planning applications, appeals, enforcement referrals and plans previously reviewed.
- DC/20/01292** - Listed Building Consent - Conversion of Heritage Centre space to create Cafe. Refurbishment of Conference room. Royal Hospital School, Holbrook. **Granted**
- DC/20/01370** - Proposal: Reserved Matters Application for details of Landscaping, Layout, Scale and Appearance relating to DC/18/01256 - Erection of 4 no. single storey detached dwellings and vehicular access, as amended by drawing received 16th May 2020. Land South of Church Green Cottages, Church Hill, Holbrook, Suffolk. **Awaiting Decision**
- DC/20/01474** – Re-consultation Hybrid Application. Outline planning application for the erection of 4no self-build/custom-build detached dwellings and Full Planning Application for the erection of 5no two-bedroom dwellings. Land South of Honeysuckle Cottage, Little Orchard, Holbrook, Suffolk. **Refused**

08.02 To consider planning applications received:  
DC/20/02544 - Householder Application - Part conversion of garage to additional living accommodation, bricking up and erection of canopied roof extension over front porch.  
17 Clifton Wood, Holbrook, Ipswich, Suffolk IP9 2PY

**HPC2007/09 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.

**HPC2007/10 To consider items for future agenda**

**HPC2007/11 Date of next Parish Council meeting Monday 17<sup>th</sup> August 2020 at 7.30pm.**

Signed:

*Linda Goodyear*

Parish Clerk

Date:

8th July 2020