

## HOLBROOK PARISH COUNCIL

Minutes of the meeting of Holbrook Parish Council held in the Village Hall on Monday 14<sup>th</sup> December 2015 at 7.30pm.

**Present:** Cllr S Page (Chair), Cllr D Ashlee, Cllr C Graham, Cllr S Hehir, Cllr L Holmes, Cllr D Meekings, Cllr S Peck

**In attendance:** Mrs F Rolfe (Clerk), District Councillor D Rose (from 2000), County Councillor D Wood (from 2000), 0 members of the public

<b>HPC1512/01 Apologies:</b> Cllr D Martin, Cllr A Clement, Cllr S Ingleton	
<b>HPC1512/02 Declarations of interest:</b> None	
<b>HPC1512/03 Public Recess:</b> <b>Babergh District Council:</b> There have been no discussions at BDC regarding next year's budget so far, it is believed they may be waiting to see what funding is received from central Government. There have been two major planning applications for consideration recently: Belstead House (approved for conversion and 150 houses) and the area behind the Holiday Inn off the A1071 which was refused for design reasons but is likely to be approved once changes have been submitted. There is some concern that large developments are being approved when BDC's target for housing is virtually met, and which are likely to add to congestion around the Tesco/Hadleigh Road area. <b>Suffolk County Council:</b> SCC budget process is proceeding but there has been no decision so far on whether to increase the precept by 2% for Social Care as approved by the Chancellor. This would be a £6m increase, against the £11m cuts proposed in Social Care Services. There is unlikely to be an increase in the precept for any other services, which will result in a cut in service to the public for example in Libraries, Park and Ride etc.	
<b>HPC1512/04 To approve Minutes of the Parish Council meeting held on 16<sup>th</sup> November 2015</b> It was proposed by Cllr Hehir and seconded by Cllr Ashlee, that the minutes of the meeting held on Monday 16 <sup>th</sup> November 2015 be approved. Those who had attended that meeting were in favour.	
<b>HPC1512/05 Matters arising from the minutes:</b> <b>05.01 Suffolk Fire and Rescue Service consultation:</b> A discussion took place regarding the proposed cuts to the Fire and Rescue Service and the likely impact this would have on Holbrook. It was agreed that the Chairman and the Clerk would write a response based on the following points: Overall, there is concern that Holbrook will be more vulnerable if the cuts proceed as stated on two of fronts; that the back-up emergency response to the Peninsula from Ipswich would be reduced, and that the Holbrook crew would be used out of the Holbrook area more regularly for emergencies and to provide fire cover in Ipswich. The consequence of increased calls for the Holbrook crew is likely to have an adverse impact on the goodwill of local employers to make their staff available to respond particularly in the day time.	

<p>There was a more general concern that the County would lose a valuable resource in the form of wholetime firefighters who provide credibility and role modelling in the fire safety education programme.</p> <p><b>05.02 Community Caretaker project:</b> There had been one applicant for the position of Community Caretaker. This person will be interviewed by Cllrs Page, Meekings and Ashlee on 21<sup>st</sup> December 2015 in the Village Hall. The panel were given permission to appoint without returning to full Council due to the time constraints in the employment process set by BDC. Clerk to inform the applicant.</p>	<p>Chair/Clerk</p> <p>Clerk</p>
<p><b>HPC1512/06 Update on actions and correspondence received:</b></p> <p><b>06.01 Change of external audit process:</b> It was decided that Holbrook Parish Council will opt in to the sector led procurement for external audit, as there is insufficient capacity or expertise to meet the requirements for individual appointment of auditors should the Council opt out.</p> <p><b>06.02 Nominations for High Sheriff's Awards 2016:</b> It was agreed that the nomination originally proposed for the BDC awards (but unable to proceed due to conflict of interests) should instead be put forward for the High Sheriff's Award.</p> <p><b>06.03 Suffolk Local Policing Review:</b> Cllr Peck had attended an information event at Landmark House led by the PCC Tim Passmore. Although decisions appeared to have been made, there was concern about the impact that the cuts will have on rural areas. It was noted that there is to be a significant reduction the number of PCSOs. This was of particular concern to Holbrook where the value of having a positive and committed PCSO had been shown in terms of reduction of anti-social behaviour, parking issues, liaison with schools and so on. It was felt that the potential removal of the visible presence of the PCSO would affect the perception of the elderly and vulnerable in the community and would remove the deterrent of an active Police presence in the village. Clerk to write to the PCC to express this concern.</p> <p><b>6.04 Initial consultation on plans for Triathlon in September 2016:</b> Councillors were supportive of the plans and please to have been consulted so that this event can be publicised in the community. It was noted that this was the same weekend (3<sup>rd</sup> September) as the return to school for the RHS and so there was likely to be an increase in traffic on the Sunday. Clerk to inform the organisers of this.</p> <p><b>6.05 Tree work on Alton Green:</b> a quote had been received from the company carrying out tree work on Alton Green, to include the trees for which the Parish Council is responsible which are of concern to the householders. This was proposed to be accepted by Cllr Page, seconded by Cllr Meekings and passed unanimously.</p>	<p>Clerk</p> <p>Cllr Meekings</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p><b>HPC1512/07 Finance:</b></p> <p><b>07.01 Financial report from Responsible Financial Officer. (attached)</b> The financial report was presented, there were no questions from those present.</p> <p><b>07.02 Payments to be authorised:</b> Cheques for the following amounts were approved, proposed by Cllr Graham and seconded by Cllr Holmes, all in</p>	

<p>favour.</p> <p>Mrs F Rolfe (salary) £533.57, Mrs F Rolfe (expenses) £78.12, SLCC (reference book) £18.20, Viking Office supplies (stationery) £129.13, Mr S Page (Chairman's Allowance) £62.50, Cllr S Peck (expenses) £9, Village Hall (donation) £400.</p> <p><b>7.03 To consider and approve the budget proposed for 2016/17:</b> Cllr Meekings presented the report of the Budget Committee which had met on 24<sup>th</sup> November. The grant from BDC will be halved again in 2016/17 and it was considered prudent to contribute further to reserves to ensure that future liabilities could be met. There were three one-off grants which had been recommended as they clearly met the criteria laid down in the Grants Policy regarding local benefit. Cllr Meekings proposed that the precept be increased by £2000 in 2016/17. This was seconded by Cllr Holmes and approved unanimously. Clerk to complete process with BDC.</p>	<p><b>Clerk</b></p>
<p><b>HPC1512/08 Planning Matters:</b></p> <p><b>8.01 Decisions as notified by Babergh District Council:</b>  B/15/01033 Holbrook Mill Ponds, Primrose Hill: Granted  B/15/01373 Cedar House, The Street Holbrook IP9 2PZ: Granted  B/15/01438 Vine Cottage, Alton Green IP9 2RN: Granted  B/15/01440 Entre Deux Mers, Church Hill, Holbrook IP9 2QW: Granted  B/15/01450 49 Clench Road, Holbrook IP9 2PP: Granted  B/15/01540 The Orchard, Alton Green IP9 2RN: Granted  B/15/01541 1 Holm Oak, Holbrook IP9 2BH: Granted</p> <p><b>8.02 Considerations:</b>  B/15/01331 Holbrook Village Hall IP9 2PZ: Application for advertisement consent, Erection of replacement sign. This application had been made by the Parish Council in conjunction with the Co-op (who are providing the sign) to help to reduce the on-street parking in The Street. Recommend Approval.</p>	<p><b>Clerk</b></p>
<p><b>HPC1512/09 Reports from Councillors on matters to be included in the next agenda:</b></p> <p><b>Cllr Ashlee:</b> The electrical intake box on the side of the bus shelter has been fitted with a new padlock but investigations have not identified the cause of the light in the bus shelter being turned on at random times. This needs to be investigated by a qualified electrician.</p> <p><b>Cllr Graham:</b> Cllr Graham had sent the Clerk a data feedback report from the speed survey taken in the RHS recently. This showed that the average speed through the 30mph limit was 34mph with peaks of 62 and 65 mph. The survey was taken in the school holiday and traffic is usually worse during term time. The RHS will be taking advice on the implications of this. Clerk to include this in the In Touch magazine article.</p> <p><b>Cllr Hehir:</b> The road towards Woodlands at Hales Grove is covered in thick mud and is dangerous for vehicles, cyclists and pedestrians. Cllr Wood is discussing this with SCC Highways on 15<sup>th</sup> December 2015 and will report back.</p> <p><b>Cllr Peck:</b> There are an increasing number of reports about 'road rage' on the Ipswich Road when residents and visitors are trying to manoeuvre in and out of their driveways. It was decided that this was linked to the speeding issue and should also be included in the In Touch article.</p>	<p><b>Clerk</b></p> <p><b>Clerk</b></p>

<p><b>Cllr Page:</b> Cllr Page had attended an event at the East Anglian Air Ambulance's new offices on the Whitehouse Estate. This had demonstrated the value of the service that the EAAA provides.</p>	
<p><b>Date of the next meeting:</b>  The next meeting will be on 18<sup>th</sup> January 2016 at 1930 in the Village Hall.</p> <p>The meeting closed at 2110.</p> <p>Chairman ..... Date .....</p>	