

## HOLBROOK PARISH COUNCIL

### Minutes of the meeting of Holbrook Parish Council held in the Village Hall on Monday 15<sup>th</sup> February January 2016 at 7.30pm.

**Present:** Cllr S Page (Chair), Cllr D Ashlee, Cllr C Graham, Cllr S Hehir, Cllr S Ingleton, Cllr D Martin, Cllr S Peck

**In attendance:** Mrs F Rolfe (Clerk), District Councillor D Rose, County Councillor D Wood, 1 member of the public (from 2000).

<b>HPC1602/01 Apologies:</b> Cllr A Clement, Cllr L Holmes, Cllr Meekings	
<b>HPC1602/02 Declarations of interest:</b> None	
<b>HPC1602/03 Public Recess:</b> <b>Babergh District Council:</b> The Community Coffee Caravan will be visiting Holbrook on 30 <sup>th</sup> June in the afternoon, this will be advertised nearer the time. The CIL has been agreed and will be in place from 11 <sup>th</sup> April. Planning enforcement have looked into the residential use of the garden office at Alpha on Ipswich Road, this is temporary until the building works on the bungalow are complete. <b>Suffolk County Council:</b> SCC had their budget meeting last week. It is being said that there is a 0% increase in Council Tax despite a 2% rise authorised by the Government to cover social care. Hadleigh Community Transport have won the contract for community transport in this area and changes are likely. The Fire Service consultation closes on 22 <sup>nd</sup> February and it's hoped to debate this at full council. There is some disquiet that the additional sum received from the Government has gone straight into reserves rather than into preventing service delivery cuts. Cllr Wood will continue to chase up works on Woodlands Road to clear the road surface.	
<b>HPC1602/04 To approve Minutes of the Parish Council meeting held on 18<sup>th</sup> January 2016</b> It was proposed by Cllr Ingleton and seconded by Cllr Graham, that the minutes of the meeting held on Monday 18 <sup>th</sup> January 2016 be approved. Those who had attended that meeting were in favour.	
<b>HPC1602/05 Business remaining from previous meetings:</b> <b>05.01 Update on grass cutting contracts for the Reade Field:</b> Confirmation has been received from Vertas that they have been incorrectly billing HPC for cutting of grass on the Village Hall green. The additional sums paid to date, approximately £150, will be credited to the final invoice of the year. <b>05.02 Reade Field play equipment:</b> Cllr Ingleton expressed concerns that some of the works identified in August have not yet been actioned and may develop into bigger issues. She suggested that a temporary repair be made to the pavilion roof rather than a full re-roofing given the potential plans for replacement. Cllr Ingleton was aware of local tradesmen who may be prepared to help with this. The Clerk had costed out many of the actions after identifying suppliers. Individually the costs are not prohibitive but there is no money remaining in this year's budget. It was agreed that it may be necessary to use some funds from reserves. The Clerk is to circulate a list of items to Councillors for their agreement prior to the next meeting. Cllr Ingleton will provide the Clerk with contact details for tradesmen.	<b>Clerk Cllr Ingleton</b>

<p><b>05.03 Mr James Carlidge MP's petition re improved mobile phone signal:</b> It was noted that the hard copy versions of the petition have been made available around the village and that links are available on the website.</p>	
<p><b>HPC1602/06 Clerk's report on actions taken and correspondence received requiring a response:</b></p> <p><b>06.01 Update: Reade Field Pavilion electricity bill:</b> The Clerk had worked with Eon to establish that the charges made over a period of time were not accurate due to the incorrect programming of the day/night/weekend rates. A credit has been applied to the latest bill to rectify this overcharge.</p> <p><b>06.02 Update: Reade Field pest control:</b> The current problem has been eradicated from the playing field, but monitoring is still taking place in the pavilion.</p> <p><b>06.03 Police and Parish Council meetings:</b> Councillors noted the report of the last meeting and agreed that there was a benefit in attending these. Councillors also agreed to offer to host a meeting in the future.</p> <p><b>6.04 To consider the idea of a joint-funded PCSO on the peninsula:</b> Following a discussion, it was decided that the Parish Council would not pursue this matter in the foreseeable future, given concerns about costs and actual benefit to the Parish.</p> <p><b>6.05 Arrangements for the Annual Parish Meeting 27<sup>th</sup> April 2016:</b> The chairman outlined the process and content of previous meetings and it was agreed that a similar format would be followed this year. The Clerk is to invite organisations including the Academy and the Primary School (who may be asked to provide entertainment). Further detailed arrangements will be discussed nearer the time.</p>	<p>Clerk</p> <p>Clerk</p>
<p><b>HPC1602/07 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. The Clerk estimated that this year's expenditure would exceed income by approximately £1500 but that this was allocated in reserves.</p> <p><b>07.02 Payments to be authorised:</b> Cheques for the following amounts were approved, proposed by Cllr Martin and seconded by Cllr Graham, all in favour. Mrs F Rolfe (Clerk's salary) £533.57, Mr P Goodchild £170.09 (Community Caretaker salary), Suffolk Wildlife Trust (balance of membership) £8, Eon (Pavilion electricity bill) £15.77, JW Plant (Commonwealth Flag) £98.70.</p> <p><b>07.03 Updated Financial Regulations:</b> The Chairman explained the changes which were proposed relating to Holbrook's situation (i.e. that the limits on spending authorised outside the full council had been reduced from that suggested in the model documents to reflect a more reasonable percentage of the precept). The regulations were approved and adopted by the Council, proposed by Cllr Ingleton and seconded by Cllr Hehir, all in favour.</p>	
<p><b>HPC1602/08 Planning Matters:</b></p> <p><b>8.01 Update on the status of planning applications, appeals, enforcement referrals and plans previously reviewed:</b> B/15/01697 White Cottage, Ipswich Road, Holbrook, IP9 2QR: granted. B/15/01331 Village Hall Car park, signage: granted. B/16/00008 Reed Hall enforcement: no further action. B/15/00138 Woodlands Corner appeal: dismissed.</p> <p><b>8.02 Consideration of planning applications received:</b> None.</p>	

<p><b>HPC1602/09 Councillors Reports:</b></p> <p><b>09.01 Councillors activities since the last meeting:</b>  Cllr Ashlee confirmed that the condition of the bus shelters was satisfactory. The light in the Compasses bus shelter continues to switch on at random times. Clerk to ascertain whether this is related to the street light timings.</p> <p><b>09.02 Reports from Councillors relating to the Parish:</b>  Cllr Ashlee: The closure of The Street is to allow 3-phase power to be connected to a house.</p>	<b>Clerk</b>
<p><b>HPC1602/10 Items for future agenda:</b>  Annual Parish Meeting: update at March and April meetings.</p>	<b>Clerk</b>
<p><b>HPC1602/11 Date of the next meeting:</b>  The next meeting will be on 21<sup>st</sup> March 2016 at 1930 in the Village Hall.</p> <p>The meeting closed at 2045.</p> <p>Chairman ..... Date .....</p>	