

HOLBROOK PARISH COUNCIL

Minutes of the meeting of Holbrook Parish Council held in the Village Hall on Monday 18th April 2016 at 7.30pm.

Present: Cllr S Page (Chair), Cllr D Ashlee, Cllr A Clement, Cllr S Hehir, Cllr L Holmes, Cllr S Ingleton, Cllr D Martin, Cllr Meekings, Cllr S Peck

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

<p>HPC1604/01 Apologies: Cllr C Graham</p>	
<p>HPC1604/02 Declarations of interest: None</p>	
<p>HPC1604/03 Public Recess: Babergh District Council: There was nothing significant to report. One complaint about the Ipswich Road development had been received but so far everything was in order. Cllr Rose has asked the contractors to consider filling in the more sparse areas of trees and to replace the daffodils if necessary. The large housing estate in East Bergholt has been passed and the application for the larger development in Brantham will be considered in the next few weeks. Suffolk County Council: The Fire Service redesign consultation has finished, with more than 70% of responses rejecting the proposed cuts. The report will go in front of Cabinet on 17th May. A five year contract has been let to Hadleigh Community Transport including for the service on the Peninsula. There will be a launch of their plan later in May, the Parish Council may be invited. There are plans to declutter road signs and there is money available for pothole repairs. There has been some improvement to the road surface through Hales Grove but Cllr Wood will ask for QA to be carried out as it's not as good as it could be. Locality grants need to be applied for quickly as there is a smaller amount available this year.</p>	
<p>HPC1604/04 To approve Minutes of the Parish Council meeting held on 21st March 2016 It was proposed by Cllr Martin and seconded by Cllr Ingleton, that the minutes of the meeting held on Monday 21st March 2016 be approved. Those who had attended that meeting were in favour.</p>	
<p>HPC1604/05 Business remaining from previous meetings: 05.01 Reade Field: The new swing seats have been fitted by the Caretaker. Advice was sought from AP&L re the works needed for the zip wire. This would involve specialist equipment and knowledge to be carried out locally. AP&L would charge for one day's work approximately £150. It was agreed that this should be pursued as it is safety critical equipment. The Chairman and the Clerk had met with Mr Paul Ross, chairman of Holbrook Hornets, to discuss use of the Reade Field, future requirements for new goals and support for the longer term plans for the facilities. It was a very positive meeting including agreement on the financial contribution towards the maintenance of the field, Clerk to invoice Holbrook Hornets. Cllr Ingleton had applied weedkiller to the playground and will redo the Cut at the appropriate time. Cllr Ingleton was thanked for her efforts and should forward any receipts to the Clerk for reimbursement.</p>	<p style="text-align: center;">Clerk</p> <p style="text-align: center;">Clerk</p>

<p>05.02 Tesco Bags of Help scheme: The scheme is now open (closing date 3rd June). It was agreed to apply for £12k and to put this towards one of the aspects of improvement on the Reade Field, e.g. smaller goalposts, fencing or outdoor gym equipment, depending on the qualifying criteria. Clerk to make the application.</p>	<p>Clerk</p>
<p>HPC1604/06 Correspondence received requiring a response and new business:</p> <p>06.01 Walkers are Welcome scheme: It was agreed that the Council was broadly supportive of the scheme but require further information about the financial and practical commitment required before signing up to it.</p> <p>06.02 Estimates for Reade Field maintenance: 2 estimates have been received of three requested for the edge cutting etc. It was agreed to ask All Seasons Landscaping to carry this out in the short term before it becomes unmanageable, but to continue to pursue a third quote and make a longer term decision when it has been received.</p> <p>A further quote had been requested for the Pavilion roof, there had not been time to receive this in writing but indicative costs were in the region of those quotes previously obtained. The three companies were not prepared to make minor repairs as they considered that the roof was in too poor a condition to do so. Councillors decided to go with the estimate received for a patch of the front of the pavilion until it was clear what the timescale for a full replacement might be.</p> <p>06.03 Ipswich Road development: Tree clearance work began this week and although a letter had been sent to the Clerk about this, it was on the day of the works beginning. The tree work so far is in line with the plans agreed. Before the development proper can begin, there are a number of conditions that have to be met, the manager responsible at Babergh has sent an update on the progress of these and will continue to keep the Clerk updated. It was agreed that, in line with the advice given by BDC, unless the answers were to hand, all complaints received would be referred direct to BDC rather than using the Clerk as an intermediary. The website and noticeboards (and links to other social media) will be updated as information is received.</p> <p>Cllr Page had met with Taylor Wimpey's preconstruction manager and had a very constructive conversation with him. TW will regularly produce a newsletter to keep the neighbours informed. Cllr Page had introduced Mr Squirrell to Holbrook Academy, and had discussed the need for cutting back the trees overhanging the road whilst the landscapers were on site.</p> <p>Most of the enquiries received by the Council so far have been regarding the affordable housing but there is no detail available yet.</p> <p>One of the conditions that needs to be met is about the ongoing management of the open spaces including the interceptor pond, with BDC asking if HPC wishes to take it on. Cllr Page has sent a number of significant questions to BDC which will need to be answered before there is sufficient information for HPC to make a decision.</p> <p>06.04 Arrangements for the Annual Parish Meeting 27th April 2016: All arrangements are in order. Cllr Meekings asked whether it would be possible for the Village Hall Management Committee to hold their AGM immediately prior to the APM from 2017 so that the public were encouraged to attend. It was agreed that this was a good idea.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p>HPC1604/07 Finance:</p> <p>07.01 Financial report from Responsible Financial Officer. (attached)</p>	

<p>The financial report was presented, there were no questions from those present. The Clerk informed the meeting that a cheque had been stopped due to non-delivery to the payee so the final accounts would vary by that amount when amended.</p> <p>07.02 Payments to be authorised: Cheques for the following amounts were approved, proposed by Cllr Ingleton and seconded by Cllr Holmes, all in favour.</p> <p>Mrs F Rolfe (Clerk's salary) £533.57, Mr P Goodchild (Community Caretaker salary) £136.09, Mr P Goodchild (repairs to Church Green bench) £16.98, HighCutz Tree and Garden Care (Alton Green tree work) £350, High Cutz Tree and Garden Care (replacement cheque for previous which has been stopped at bank as not having been delivered) £700, Anglian Water (Pavilion water bill) £42.11. £19.33 has been paid to Eon for the Reade Field Pavilion electricity bill.</p>	Clerk
<p>HPC1604/08 Planning Matters:</p> <p>8.01 Update on the status of planning applications, appeals, enforcement referrals and plans previously reviewed:</p> <p>B/16/00041 and 00042 The Royal Hospital School, IP9 2RX: Granted B/16/00125 The Dower House, Woodlands Road, Holbrook IP9 2PU: Granted B/16/00191 Hollydene, Ipswich Road, Holbrook IP9 2QT: Granted B/16/00223 7, Ha' Penny Field, Holbrook IP9 2TS: Granted</p> <p>8.02 Consideration of planning applications received:</p> <p>None received in time for the meeting. An application has been received and BDC planning have agreed an extension to allow this to be discussed at the next meeting.</p>	
<p>HPC1604/09 Councillors Reports:</p> <p>09.01 Councillors activities since the last meeting:</p> <p>Cllr Page had met with Taylor Wimpey.</p> <p>09.02 Reports from Councillors relating to the Parish:</p> <p>Cllr Ashlee: The light in the bus shelter is still permanently on. This is to be reported as defective again.</p> <p>Cllr Holmes: Asked for an update on the re-siting of the post box, no update had been received from the Royal Mail. It was assumed that the urgency to move it had decreased with the refusal of planning permission for the old Post Office.</p> <p>Cllr Hehir: Asked who was responsible for the allotments at the rear of the Church as people were parking in the lane and blocking the entrance to the paddock. The allotments belong to the Church.</p> <p>Cllr Ingleton: Had received complaints about a person sleeping in a car in Heathfield Road. Reported to Police by the Clerk but not considered to be a crime. Cllr Rose understood that the situation had changed and would no longer be an issue.</p> <p>Cllr Peck: Enquired about the power cut last week. Cllr Page gave a full update.</p> <p>Cllr Meekings: Passed on a complaint from a parishioner about the state of the road between the Cottages and the Swan in The Street. The large number of temporary repairs were inadequate and causing problems with loose aggregate and no drainage. A person was understood to have fallen off their bike because of the uneven surface. This is to be reported again.</p> <p>The same person had commented positively on the appearance of the village</p>	Clerk

<p>since the appointment of Mr Goodchild as the community caretaker. Other councillors had heard similar comments and a message is to be passed to Mr Goodchild thanking him for his efforts.</p> <p>Clr Rose added that the stretch of Ipswich Road had still not yet been repaired and was dangerous particularly to cyclists. He had also noted an increase in the amount of dog waste left on the pavements around the Mill Rise area.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p>HPC1604/10 Items for future agenda: None.</p>	
<p>HPC1604/11 Date of the next meeting: The next meeting of the Parish Council will be on 16th May 2016 at 1930 in the Village Hall. This will also be the annual meeting of the Council.</p> <p>The meeting closed at 2100.</p> <p>Chairman Date</p>	

DRAFT