

HOLBROOK PARISH COUNCIL

Minutes of the meeting of Holbrook Parish Council held in the Village Hall on Monday 20th June 2016 at 7.30pm.

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

In attendance: Mrs F Rolfe (Clerk), County Councillor D Wood [left at 1945], 1 member of the public.

<p>HPC1606/01 Apologies: Cllr A Clement, Cllr D Martin, District Cllr D Rose</p>	
<p>HPC1606/02 Declarations of interest: None</p>	
<p>HPC1606/03 Public Recess: Suffolk County Council: Cllr Wood explained the changes to the community transport (Buzabout) service. There have been changes to the opening hours and charging at waste disposal sites. Cllr Wood will be meeting Highways to discuss the road condition in The Street, Ipswich Road and the flooding at Turkey Farm corner. Cllr Meekings asked that the lack of capacity in the drains at the junction of The Street and Ipswich Road also be brought up as this was a safety issue at times. The householder from Hillside House explained the detail of his planning application and the expected occupancy of the building. There were no questions from councillors.</p>	
<p>HPC1606/04 To approve Minutes of the Parish Council meeting held on 16th May 2016 It was proposed by Cllr Ingleton and seconded by Cllr Meekings, that the minutes of the meeting held on Monday 16th May 2016 be approved. Those who had attended that meeting were in favour.</p>	
<p>HPC1606/05 Business remaining from previous meetings: 05.01 Reade Field: AP&L were due to attend w/b 6th June. After chasing them up, they attended on 16th June but did not carry out any maintenance. Despite chasing the company for an explanation, nothing has been received. Clerk to continue to pursue this although it was noted that there may be local volunteers who could carry out this work. 05.02 Building work on Alton Green: A positive response had been received from the householders at Vine Cottage, who have confirmed that they will make good any damage that has been done to the common land in the course of their building work. 05.03 Walkers are Welcome scheme: The Clerk had met with a representative from the County Council to discuss this further. She provided an update to councillors. It was agreed that HPC would continue to take an interest in the scheme. Cllr Hehir will represent HPC in the initial stages at least. Clerk to pass on details. 05.04 Ipswich Road development – management of open spaces: BDC has previously asked if HPC wishes to take on the ongoing management of the open spaces including the interceptor pond (HPC160604). Following a discussion, it was agreed that HPC does not want to take on the management role as this would have financial implications for the whole parish and is quite a large undertaking. BDC to be informed.</p>	<p style="text-align: center;">Clerk</p> <p style="text-align: center;">Clerk</p> <p style="text-align: center;">Clerk</p>
<p>HPC1606/06 Correspondence received requiring a response and new business: 06.01 To consider the future of the Community Caretaker scheme: The officer at BDC has said that they will support the scheme through July when a review will take place of all the schemes in place across the District. She was fairly positive about the chance for this to continue but evidence of benefit will be required. It was noted that BDC will reimburse July's salary, and that there had been support for the post from parishioners at the APM and from individual comments. Clerk to inform Mr Goodchild and collate evidence.</p>	<p style="text-align: center;">Clerk</p>

<p>06.02 Stour and Orwell Estuaries Management Strategy Consultation: The Strategy was discussed and the summary was that it is a reasonable and comprehensive plan that HPC are happy to endorse without alteration. Clerk to respond.</p> <p>06.03 Suffolk Flood Risk Management Strategy: Councillors considered the strategy and decided that Cllr Meekings will include information from it in the Parish Emergency Plan when he reviews the document next month.</p> <p>06.04 Invitation to join the Babergh Alliance of Parish and Town Councils: It was decided that, since HPC's experience of BDC has been positive overall, and clear opportunities are available for feeding back to them, there was no need to join BAPTC. Clerk to decline the invitation.</p> <p>6.05 Rights of Way Improvement Plan: The Clerk had met with the Chair of the P3 Group to discuss HPC's response. Further discussion of the survey took place, Clerk to collate and respond to the survey.</p>	<p>Clerk</p> <p>Cllr Meekings</p> <p>Clerk</p> <p>Clerk</p>																																																																																				
<p>HPC1606/07 Finance:</p> <p>07.01 Financial report from Responsible Financial Officer. (attached) The financial report was presented, there were no questions from those present.</p> <p>07.02 Payments to be authorised: Cheques for the following amounts were approved, proposed by Cllr Graham and seconded by Cllr Ashlee, all in favour.</p> <table border="1" data-bbox="134 846 1305 1413"> <tr><td>20</td><td>12/05/2016</td><td>20/06/2016</td><td>M&D Cordle (Alton Green cutting)</td><td>£</td><td>120.00</td></tr> <tr><td>21</td><td>23/05/2016</td><td>20/06/2016</td><td>SLCC membership renewal</td><td>£</td><td>118.00</td></tr> <tr><td>22</td><td>26/05/2016</td><td>20/06/2016</td><td>SALC Training Course</td><td>£</td><td>120.00</td></tr> <tr><td>23</td><td>31/05/2016</td><td>20/06/2016</td><td>SALC Training Course</td><td>£</td><td>30.00</td></tr> <tr><td>24</td><td>09/06/2016</td><td>20/06/2016</td><td>Open Spaces Society renewal</td><td>£</td><td>45.00</td></tr> <tr><td>25</td><td>20/06/2016</td><td>20/06/2016</td><td>Mr P Goodchild salary</td><td>£</td><td>136.09</td></tr> <tr><td>26</td><td>20/06/2016</td><td>20/06/2016</td><td>Post Office (HMRC PAYE)</td><td>£</td><td>34.00</td></tr> <tr><td>27</td><td>20/06/2016</td><td>20/06/2016</td><td>Mrs F Rolfe salary</td><td>£</td><td>549.50</td></tr> <tr><td>28</td><td>20/06/2016</td><td>20/06/2016</td><td>Mrs F Rolfe expenses</td><td>£</td><td>62.02</td></tr> <tr><td>29</td><td>20/06/2016</td><td>20/06/2016</td><td>Mr S Page Chairman's Allowance</td><td>£</td><td>62.50</td></tr> <tr><td>30</td><td>20/06/2016</td><td>20/06/2016</td><td>Suffolk County Council (CL27 entry)</td><td>£</td><td>5.00</td></tr> <tr><td>31</td><td>20/06/2016</td><td>20/06/2016</td><td>Community Action Suffolk</td><td>£</td><td>15.00</td></tr> <tr><td>32</td><td>18/06/2016</td><td>20/06/2016</td><td>G Boon (Reade Field cutting)</td><td>£</td><td>80.00</td></tr> <tr><td>33</td><td>16/06/2016</td><td>20/06/2016</td><td>CAS (Pavilion Insurance)</td><td>£</td><td>210.54</td></tr> </table> <p>07.03 National Salary Award for parish and town clerks: Councillors noted and approved the 1% increase which had previously been included in the budget for 2016/17.</p>	20	12/05/2016	20/06/2016	M&D Cordle (Alton Green cutting)	£	120.00	21	23/05/2016	20/06/2016	SLCC membership renewal	£	118.00	22	26/05/2016	20/06/2016	SALC Training Course	£	120.00	23	31/05/2016	20/06/2016	SALC Training Course	£	30.00	24	09/06/2016	20/06/2016	Open Spaces Society renewal	£	45.00	25	20/06/2016	20/06/2016	Mr P Goodchild salary	£	136.09	26	20/06/2016	20/06/2016	Post Office (HMRC PAYE)	£	34.00	27	20/06/2016	20/06/2016	Mrs F Rolfe salary	£	549.50	28	20/06/2016	20/06/2016	Mrs F Rolfe expenses	£	62.02	29	20/06/2016	20/06/2016	Mr S Page Chairman's Allowance	£	62.50	30	20/06/2016	20/06/2016	Suffolk County Council (CL27 entry)	£	5.00	31	20/06/2016	20/06/2016	Community Action Suffolk	£	15.00	32	18/06/2016	20/06/2016	G Boon (Reade Field cutting)	£	80.00	33	16/06/2016	20/06/2016	CAS (Pavilion Insurance)	£	210.54	
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<p>HPC1606/08 Planning Matters:</p> <p>8.01 Update on the status of planning applications, appeals, enforcement referrals and plans previously reviewed: B/16/00418 16 Denmark Gardens, Holbrook IP9 2BG conversion of garage: Granted</p> <p>8.02 Consideration of planning applications received: B/16/00618 13 Denmark Gardens, Holbrook IP9 2BG: Reduce height and trim hedge (TPO BT112) Recommend approval B/15/01353 Co-op, The Street, Holbrook IP9 2PZ: Advertising consent for new car park signage. No objections B/16/00619 2 Woodlands Corner, Woodlands Road, Holbrook IP9 2PU: Erection of single storey rear and side extensions. No objections B/16/00662 Tredici, The Street, Holbrook IP9 2PZ: Erection of single storey rear extension and front porch. No objections</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>																																																																																				

<p>B/16/00532 Hillside House, Church Hill, Holbrook IP9 2PQ: Conversion of garage/store and insertion of dormer window to form 1 x dwelling. Recommend approval</p>	<p>Clerk</p>
<p>B/16/00657 Solway, Royal Hospital School, Holbrook IP9 2RU: Erection of single storey rear extension. No objections</p>	<p>Clerk</p>
<p>B/16/00664 Long Piece, Fishponds Lane, Holbrook IP9 2QZ: Erection of part single storey and part 1st floor front and rear extensions. No objections</p>	<p>Clerk</p>
<p>HPC1606/09 Councillors Reports:</p> <p>09.01 Councillors activities since the last meeting:</p> <p>Cllr Page had attended the Babergh Liaison meeting with the Clerk. This covered the Devolution proposal (presentation to be circulated) and the Local Plan which will be reissued April 2017. There will be a call for sites of less than 2 hectares for consideration of future development and there may be a change which would allow some development in non-core villages to support sustainable growth in smaller communities. There was also a presentation about the Community Infrastructure Levy which may make it prudent for HPC to develop a Parish Infrastructure Improvement Plan. Clerk to monitor this.</p> <p>Cllr Hehir had attended the launch of the new Community Transport service and distributed information about this. Link to website to be circulated.</p> <p>09.02 Reports from Councillors relating to the Parish:</p> <p>Cllr Graham: Questioned the change of the Compasses to providing takeaways and the potential impact on school pupils entering licensed premises. Clerk to investigate and circulate response.</p> <p>Cllr Ashlee: Had been approached by a parishioner about the production of a parish newsletter. This to be put on the next agenda.</p> <p>Cllr Ingleton: The inaugural meeting of the Reade Field Improvement Project Committee will take place on 29th June and will be reported back to the July meeting.</p> <p>Cllr Peck: Concerned that the community transport doesn't go direct to the railway stations anymore, all councillors were asked to provide feedback from users to be collated and sent to the new service providers. Cllr Peck has also been in contact with James Cartlidge regarding the mobile signal and apparently Holbrook is not a priority as it is not a complete 'not spot'.</p> <p>Cllr Holmes: Noted that there is now a kebab and burger van visiting the village.</p> <p>Cllr Meekings: The hedge at the top of Fishponds Lane belonging to Denton has grown out into the road and needs cutting back.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Cllr Ingleton</p> <p>All</p> <p>Clerk</p>
<p>HPC1606/10 Items for future agenda:</p> <p>Village newsletter.</p> <p>Report from RFIP committee meeting.</p>	<p>Clerk</p>
<p>HPC1606/11 Date of the next meeting:</p> <p>The next meeting of the Parish Council will be on 18th July 2016 at 1930 in the Village Hall.</p> <p>The meeting closed at 2100.</p> <p>Chairman Date</p>	