

HOLBROOK PARISH COUNCIL

Minutes of the meeting of Holbrook Parish Council held in the Village Hall on Monday 17th October 2016 at 7.30pm.

Present: Cllr D Meekings (Chair), Cllr J Ambrose, Cllr S Hehir, Cllr L Holmes, Cllr S Ingleton, Cllr D Martin, Cllr S Peck.

In attendance: Mrs F Rolfe (Clerk), County Councillor D Wood, 2 members of the public.

HPC1610/01 Apologies: Cllr D Ashlee, Cllr C Graham. District Councillor D Rose.	
HPC1610/02 Election of Chairman: Cllr Meekings expressed his thanks to Simon Page who has resigned from the Council after many years of service, the last nine as Chairman. On behalf of the Council, Cllr Meekings wished Mr Page well in the future and thanked him for his commitment and hard work. Nominations were received and a vote taken as follows: Cllr L Holmes (Proposed Cllr Peck, seconded Cllr Hehir) 2 votes Cllr J Ambrose (Proposed Cllr Ingleton, seconded Cllr Meekings) 3 votes There were 2 abstentions. Cllr Ambrose was appointed as Chairman until the next annual meeting. The Clerk received his declaration of acceptance of office.	
HPC1610/03 Declarations of Interest: Cllr D Martin (planning application B/16/01315)	
HPC1610/04 Public Forum: Babergh District Council: Cllr Rose had provided an update to the Clerk about the decision to move BDC HQ to Endeavour House: The Independent group along with the Lib Dems and one Labour member all considered the best financial option was to move all operations to Hadleigh where there is a purpose built building. At the end of the meeting which lasted over 3 hours all but two of the Conservatives voted in favour of Suffolk County Council. One abstained and one voted against. Suffolk County Council: Cllr Wood explained that following the election of a Lib Dem councillor at a by-election in Hadleigh, there is now no overall control on the Council. A meeting is to be arranged to discuss issues with the Community Transport contract, an invitation will be sent to HPC to attend. Cllr Wood continues to monitor the road condition at Turkey Farm although some remedial works have been carried out. The Secretary of State has been sent the devolution consultation responses, a response may be received late November.	
HPC1610/05 To approve Minutes of the Parish Council meeting held on 19th September 2016 It was proposed by Cllr Ingleton and seconded by Cllr Holmes, that the minutes of the meeting held on Monday 19 th September 2016 be approved. Those who had attended that meeting were in favour.	
HPC1610/06 Business remaining from previous meetings: 6.01 Reade Field Improvement Project Update: Cllr Ingleton informed the meeting that another fundraising event (Sausage Sizzle) will take place on 4 th November. The Rospa report on the condition of the playground has been received and there are a number of issues to be considered. One suggestion is to turf the play area as this would meet the new regulations. There was some discussion regarding this and alternative options. It was agreed that work would be undertaken on costs and options for the short and long term. Clerk to check with the current company who cut the non-pitch area of the field. It is intended to hold another committee meeting in the near future. Strutt and Parker have replied to the Clerk and are obtaining the views of Greenwich Estates regarding improvements and consultation. 6.02 Update on flooding at Alton Green: The builders currently working at a property on Alton Green have agreed to provide equipment and manpower to support the pond clearance at cost price, although the total has yet to be confirmed.	Clerk

<p>It was agreed that a maximum budget of £1500 be approved as this needs to be carried out before the next meeting to prepare the site for the volunteers on 22nd November. It may still be possible to approach the local farmer for financial support. Cllr Ingleton may have contacts who would move the spoil. Additional volunteers and refreshments would be welcomed by the SCH AONB volunteer group.</p>	<p>Clerk Cllr Ingleton</p>																																																
<p>HPC1610/07 Correspondence received requiring a response and new business: 7.01 Applications for the current Councillor vacancies: There had been three applications for the two vacancies which were considered by the Council. Voting was as follows: Vacancy one: Mr C Sawyer received 5 votes and was duly co-opted into the role of councillor. Vacancy two: Mrs J Springall received 6 votes and was duly co-opted into the role of councillor. 7.02 The consultation on precept increase referenda: It was agreed that the Clerk should prepare a response to be approved by the Chairman stating the Council's concerns about the potential for referenda to be applied to Parish Councils proposing relatively small increases in their precept. 7.03 Changes to the village website hosting service: It was agreed that the website hosting should be moved to Community Action Suffolk and reviewed in one year. 7.04 Consultation on removal of BT phone box from Clench Road: It was agreed that the householders in Clench Road should be consulted about future use and the response reported back to the next Parish Council meeting. 7.05 Pensions regulator: Councillors received an update from the Clerk regarding their responsibilities under the Pensions Regulations.</p>	<p>Clerk Clerk Clerk</p>																																																
<p>HPC1610/08 Finance: 08.01 Financial report from Responsible Financial Officer: A report was presented by the RFO, there were no questions. 08.02 Payments to be authorised: Cheques for the following amounts were approved, proposed by Cllr Meekings and seconded by Cllr Martin, all in favour.</p> <table border="1" data-bbox="132 1171 1024 1666"> <tr><td>57</td><td>22/09/2016</td><td>Vertas (Reade Field cutting)</td><td>£ 281.92</td></tr> <tr><td>58</td><td>27/09/2016</td><td>Eon (Pavilion electric bill)</td><td>£ 30.96</td></tr> <tr><td>59</td><td>28/09/2016</td><td>Business Services at CAS (Insurance)</td><td>£ 495.29</td></tr> <tr><td>60</td><td>30/09/2016</td><td>Mansion House Publishing</td><td>£ 123.80</td></tr> <tr><td>61</td><td>11/10/2016</td><td>Mrs F Rolfe expenses</td><td>£ 44.30</td></tr> <tr><td>62</td><td>17/10/2016</td><td>Mrs F Rolfe salary</td><td>£ 538.88</td></tr> <tr><td>63</td><td>17/10/2016</td><td>Mr P Goodchild salary</td><td>£ 136.09</td></tr> <tr><td>64</td><td>17/10/2016</td><td>Post Office (HMRC PAYE)</td><td>£ 34.00</td></tr> <tr><td>65</td><td>17/10/2016</td><td>RBL Poppy Appeal</td><td>£ 50.00</td></tr> <tr><td>66</td><td>06/10/2016</td><td>SALC Training Course</td><td>£ 19.20</td></tr> <tr><td>67</td><td>10/10/2016</td><td>Anglian Water (pavilion water bill)</td><td>£ 34.79</td></tr> <tr><td>68</td><td>12/10/2016</td><td>Playsafety Ltd</td><td>£ 180.60</td></tr> </table> <p>08.03 2017/18 Budget Working Party: Cllr Graham, Holmes and Peck will meet with the Chairman and the Clerk at a date to be arranged in late November to discuss the next budget. The working party will then report back to December's full meeting for decisions to be made. 08.04 Direct debits: It was agreed that the Clerk could look into arranging direct debit payments for the water and electricity bills for the Pavilion as these are usually received between meetings.</p>	57	22/09/2016	Vertas (Reade Field cutting)	£ 281.92	58	27/09/2016	Eon (Pavilion electric bill)	£ 30.96	59	28/09/2016	Business Services at CAS (Insurance)	£ 495.29	60	30/09/2016	Mansion House Publishing	£ 123.80	61	11/10/2016	Mrs F Rolfe expenses	£ 44.30	62	17/10/2016	Mrs F Rolfe salary	£ 538.88	63	17/10/2016	Mr P Goodchild salary	£ 136.09	64	17/10/2016	Post Office (HMRC PAYE)	£ 34.00	65	17/10/2016	RBL Poppy Appeal	£ 50.00	66	06/10/2016	SALC Training Course	£ 19.20	67	10/10/2016	Anglian Water (pavilion water bill)	£ 34.79	68	12/10/2016	Playsafety Ltd	£ 180.60	<p>Cllr Ambrose Clerk</p>
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<p>HPC1610/09 Planning Matters: 9.01 Update on the status of planning applications, appeals, enforcement referrals and plans previously reviewed: None.</p>																																																	

<p>9.02 Consideration of planning applications received: B/16/01214 Amroth House, Harkstead Road, Holbrook IP9 2RA: erection of dwelling and cart lodge (following demolition of existing): RECOMMEND APPROVAL B/16/01315 Oak House, 11a Firebronds Road, Holbrook IP9 2TP: removal of epicormic growth from oak tree, TPO BT49: A report had been received from the Tree Warden recommending approval. RECOMMEND APPROVAL B/16/00619 2 Woodlands Corner, Woodlands Road, Holbrook IP9 2PU: Amendment to application: RECOMMEND APPROVAL</p>	Clerk
<p>HPC1610/10 Councillors Reports: 10.01 Councillors activities since the last meeting: Cllr Ingleton met with Playground safety inspector on 29th September. Cllr Holmes attended the Police Forum on 28th September. 10.02 Reports from Councillors relating to the Parish: Cllr Martin passed on concerns regarding overgrown conifers in Mill Rise. Cllr Ingleton passed on concerns regarding overgrown hedges and trees in The Street and on Ipswich Road. Cllr Peck volunteered to attend the community transport meeting. Cllr Hehir will be attending the Shotley Peninsula Tourism Action Group meeting on 18th October. Cllr Meekings will be laying the wreath on behalf of the Parish Council on 11th November, and Cllr Ambrose will do so on 13th November.</p>	
<p>HPC1610/11 Items for future agenda: None</p>	
<p>HPC1610/12 Date of the next meeting: The next meeting of the Parish Council will be on 21st November 2016 at 1930 in the Village Hall. The meeting closed at 2040. Chairman Date</p>	