

## HOLBROOK PARISH COUNCIL

**Minutes of the meeting of Holbrook Parish Council held in the Village Hall on Monday 21<sup>st</sup> August 2017 at 7.30pm.**

**Present:** Cllr J Ambrose (Chair), Cllr B Ball, Cllr S Hehir, Cllr L Holmes, Cllr S Ingleton, Cllr D Martin, Cllr S Sawyer.

**In attendance:** Mrs F Rolfe (Clerk), District Councillor D Rose (from 2015), County Councillor D Wood, 7 members of the public.

<p><b>HPC1708/01 Apologies:</b> Cllr C Graham, Cllr T Gray, Cllr S Peck, Cllr J Springall</p>	
<p><b>HPC1708/02 Declarations of Interest:</b> None.</p>	
<p><b>HPC1708/03 Public Forum:</b>  <b>Babergh District Council:</b> The Babergh and Mid Suffolk Joint Local Plan has been issued for consultation today for a period of 12 weeks. Meetings will be held in September for Parish Councils and a drop in event will take place at Tattingstone Village Hall from 1400-1900 on 9<sup>th</sup> October. There is still a possibility that there will be a full merger of Babergh and Mid Suffolk District Councils, there would be no need for a referendum for this to happen. The options put forward for the boundary review, for 30, 32, or 33 councillors all suggest Holbrook and Stutton becoming a ward with a single councillor. The move of staff into Endeavour House has been slightly delayed but should happen in September/October. Work on the mobile phone mast at Alton Water is imminent.  <b>Suffolk County Council:</b> Suffolk's A level results were above the national average. A new initiative aimed at child obesity has been launched where children would walk a mile a day. So far only Stutton Primary has signed up to this locally. Stutton Primary has until Christmas to produce a business plan for its future, this may have some impact on Holbrook Primary. There have been frustrating delays with the speed surveys but Cllr Wood continues to chase this and believes it will happen once the school term starts. Cllr Wood answered questions from residents and councillors about the layout of the zebra crossing/bus stop area on Ipswich Road, the new path exiting onto a blind bend, the number of 30mph signs and other warning signs and the reason for little development in Freston (no infrastructure or facilities). He will follow some of these up with Highways. Clerk to contact planning enforcement.  <b>Residents:</b> Members of the public raised concerns about the issues mentioned above, together with the state of the footpath on Ipswich Road and the damage caused to vehicles by the overgrown hedge opposite Caxton Close. Clerk to write to householder in the first instance.  <b>Tree Warden:</b> Mr Allinson explained that he had signed the parish up for the Tree Charter Branch scheme which intended to raise the public profile of the benefits of trees in the community. Some funding may be available, and a free tree will be provided. Signatures were required to demonstrate support for this in the community.</p>	<p>Clerk</p> <p>Clerk</p>
<p><b>HPC1708/04 To approve Minutes of the Parish Council meeting held on 17<sup>th</sup> July 2017:</b> It was proposed by Cllr Ball and seconded by Cllr Ingleton, that the minutes of the meeting held on Monday 17<sup>th</sup> July 2017 be approved. All were in favour.</p>	
<p><b>HPC1708/05 Business remaining from previous meetings:</b>  <b>5.01 Reade Field Improvement Project:</b> The next fundraising event will be a back to school bar-be-que on 2<sup>nd</sup> September. The lottery licence has been received. There are still some issues in setting up the separate bank account but these are being worked through by Cllr Ambrose. It was resolved that a task and finish group of Cllr Ambrose, Holmes and Ingleton will carry out work on setting up the lottery and report back to full Council with their recommendations.  <b>5.02 Alton Green:</b> It was resolved that a task and finish group led by Cllr Ball would research the requirements of a management plan for the Green and would report back when appropriate. Consultation with local users would be key at all stages. An offer has been</p>	

<p>received from SCH AONB to carry out further work on the pond on 20<sup>th</sup> February 2018.</p> <p><b>5.03 Dog and litter bins:</b> A report based on the research of the Community Caretaker was considered. It was resolved that quotes would be sought for the replacement of two litter bins, by which time advice from Babergh regarding re-siting in Heathfield Road would have been received. The bin opposite the mill is not always being emptied.</p>	<p>Clerk</p>																																								
<p><b>HPC1708/06 Correspondence received requiring a response and new business:</b></p> <p><b>6.01 The Swan Public House, asset of community value:</b> It was resolved that the 6 month moratorium should be triggered and that Cllr Ingleton would lead a task and finish group to gain community involvement. There is a SALC social media training session available which might be of use to the Council at this time. Cllr Sawyer offered to attend. Clerk to forward details.</p> <p><b>6.02 Clerk's vacancy:</b> As there had been no applicants, Mrs Rolfe had offered to continue for until the end of October but this would not be extended further. This was agreed. Options were considered for wider advertising of the vacancy. Cllr Sawyer will organise a leaflet drop around the village and the Clerk will organise an advert to be placed on the Suffolk Jobs Direct website. The cost of £50 for four week's advertising was approved.</p>	<p>Clerk Cllr Ingleton Clerk Cllr Sawyer Clerk</p>																																								
<p><b>HPC1708/07 Finance:</b></p> <p><b>7.01 Financial report from Responsible Financial Officer:</b> A report was presented by the RFO, there were no questions.</p> <p><b>7.02 Payments to be authorised:</b> Payments for the following amounts were proposed to be made by Cllr Ingleton and seconded by Cllr Ball, approved by all present.</p> <table border="1" data-bbox="134 887 1139 1218"> <tr> <td>37</td> <td>13/07/2017</td> <td>Anglian Water (pavilion)</td> <td>£</td> <td>23.67</td> </tr> <tr> <td>38</td> <td>01/08/2017</td> <td>Village Hall Hire</td> <td>£</td> <td>15.00</td> </tr> <tr> <td>39</td> <td>06/08/2017</td> <td>Eon (Pavilion Electricity Bill)</td> <td>£</td> <td>9.27</td> </tr> <tr> <td>40</td> <td>10/08/2017</td> <td>Vertas (Reade Field Q2)</td> <td>£</td> <td>190.69</td> </tr> <tr> <td>41</td> <td>08/08/2017</td> <td>Mr O Abbott (Reade Field)</td> <td>£</td> <td>100.00</td> </tr> <tr> <td>42</td> <td>21/08/2017</td> <td>Mrs F Rolfe (Clerk's salary)</td> <td>£</td> <td>544.28</td> </tr> <tr> <td>43</td> <td>21/08/2017</td> <td>Mr P Goodchild (Caretaker's salary)</td> <td>£</td> <td>163.30</td> </tr> <tr> <td>44</td> <td>21/08/2017</td> <td>Post Office Ltd (HMRC PAYE)</td> <td>£</td> <td>40.80</td> </tr> </table>	37	13/07/2017	Anglian Water (pavilion)	£	23.67	38	01/08/2017	Village Hall Hire	£	15.00	39	06/08/2017	Eon (Pavilion Electricity Bill)	£	9.27	40	10/08/2017	Vertas (Reade Field Q2)	£	190.69	41	08/08/2017	Mr O Abbott (Reade Field)	£	100.00	42	21/08/2017	Mrs F Rolfe (Clerk's salary)	£	544.28	43	21/08/2017	Mr P Goodchild (Caretaker's salary)	£	163.30	44	21/08/2017	Post Office Ltd (HMRC PAYE)	£	40.80	
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<p><b>HPC1708/08 Planning Matters:</b></p> <p><b>8.01 Update on the status of planning applications, appeals, enforcement referrals and plans previously reviewed:</b> It was proposed by Cllr Ball and seconded by Cllr Holmes, that the minutes of the planning committee meeting held on Monday 7<sup>th</sup> August 2017 be approved. All were in favour. DC/17/03483 13 Denmark Gardens, Holbrook IP9 2BG has been granted.</p> <p><b>8.02 Consideration of planning applications received:</b> DC/17/03231 Pettwood, Ipswich Road, Holbrook, IP9 2QT: Change of use of outbuildings to holiday accommodation and erection of detached cartlodge with office and storage over. Following discussion, it was resolved to recommend approval. DC/17/03232 Pettwood, Ipswich Road, Holbrook, IP9 2QT: Listed Building Consent - Works to facilitate change of use of outbuildings to holiday accommodation and erection of detached cartlodge with office and storage over. Following discussion, it was resolved to recommend approval. DC/17/03614 10 Mill Rise, Holbrook, IP9 2QH: Erection of two-storey side extension and single storey rear extension. Following discussion, it was resolved to recommend approval.</p>	<p>Clerk Clerk Clerk</p>																																								
<p><b>HPC1708/09 Councillors Reports:</b></p> <p><b>9.01: Councillors activities since the last meeting:</b> None.</p> <p><b>9.02: Reports from Councillors relating to the Parish:</b> <b>Cllr Ambrose:</b> Babergh has confirmed that the street names for the Ipswich Road</p>																																									

<p>development will be Abbott Way, Wagstaff Close and Rodwell Close, as suggested by the Parish Council.</p> <p>Babergh are able to send representatives to a Neighbourhood Planning public meeting on 16<sup>th</sup> October. This being the date of the parish council meeting, it was agreed to have the public meeting from 1830 to 1945 and the parish council meeting from 2000 onwards. Clerk to confirm times with BDC representatives.</p> <p>Correspondence had been received from Chelmondiston Parish Council asking for consideration of a peninsula-wide neighbourhood plan. This will form part of the discussions at the October meeting.</p>	<b>Clerk</b>
<p><b>HPC1708/10 Items for future agenda:</b> None.</p>	
<p><b>HPC1708/11 Date of the next meeting:</b> The next meeting of the Parish Council will be on 18<sup>th</sup> September 2017 at 1930 in the Village Hall.</p> <p>The meeting closed at 2055.</p> <p>Chairman ..... Date .....</p>	

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