**Otley Parish Council**

**Dear Councillor**

There is to be a Parish Meeting on Monday 13th January 2020 at the backroom of the village hall, Otley at which your presence is requested and required.

**Agenda**

1.Chairmans welcome and apologies for absence.

2. To receive member’s declaration of interest to items on the agenda.

3. Public Forum (for any matters on the agenda).

4. To sign the minutes of the Parish Council Meeting held on 18th November 2019 as true to record.

**Matters Arising**

5a.Neighbourhood Plan – any further updates.

5b.Noticeboard –Spring Park/Newlands.

5c. Defibrillator- new pads required.  
5d. Emergency Planning- Training.

**Finance**

6a. To authorise BACs/cheques for signature: Village Hall Hire-£62.50 Newlands Licence-£45.48 SWT Trading-(NHPlan)-£1,800.00 [Payments authorised via email as payments due before PC meeting]

6b. To receive and approve payments since the last meeting: Clerks Salary : £157.50 (Nov/Dec) Clerks Expenses: none.

6c. To receive the financial report from the RFO including bank balances of bank accounts:

Balances are as follows: Community Account: £696.48

Business Premium Account: £ 9,534.38

Balances to be confirmed at the meeting on 13th January 2020.  
6d. Precept request for 2020/21 has been submitted.  
6e. Appointment of Internal Auditor for 2019/20  
6f. Changes to business savings account-standard interest rates changing as of January 2020.

6g. ICO payment now direct debit. All payments this financial year have been carried out online rather than cheque.

6h. Disability Advice Service request for donation.

6i. Approval of Financial Regulations.

6j. Approval of Standing Orders.  
6k. Remind Councillors to update register of interests.

**Planning Matters**

7a. To receive planning decisions:

Ref No: [DC/19/4608/FUL](http://publicaccess.eastsuffolk.gov.uk/online-applications/) received date: 4th December 2019  
Address: **White Horse Cottage, Chapel Road, Otley,Suffolk IP6 9NU.**  
Proposal: Proposed single storey rear extension following demolition of existing single storey extension and associated works.  
Date for submission of comments: 23rd December 2019  
The Parish Council submitted **no objection** to this application.  
**Application Permitted 08/01/2020**

Ref No: DC/19/4656/FUL received December 2019.  
Address: Blue Barn Farm, High House Road, Otley, Ipswich Suffolk   
Proposal: To dig out existing ground (external) at east end of barn. To provide level threshold and install retainer.  
Date for submission of comments: 20th December 2019.  
The Parish Council submitted **no objection** to this application.  
**Awaiting Decision**

Ref No: DC/19/4657/FUL received December 2019.  
Address: Blue Barn Farm, High House Road, Otley, Ipswich Suffolk   
Proposal: To install gable windows being slots including opening to fire exit purposes. Wood burner flue, north elevation roof. Utility door, now shown on elevation (missed on Class Q application).  
Date for submission of comments: 20th December 2019.  
The Parish Council submitted **no objection** to this application.  
**Awaiting Decision**   
  
Ref No: [DC/19/4514/FUL](http://publicaccess.eastsuffolk.gov.uk/online-applications/) received date: 22nd November 2019  
Address: **The Surgery, Chapel Road, Otley,Suffolk.**  
Proposal: Erection of new 1.5 storey dwelling and creation of new access on land adjacent to south west of Debenham Surgery- re-submission of application Ref No: DC/19/2044/FUL.  
Date for submission of comments: 12th December 2019  
The Parish Council submitted a majority **no objection** to this application.

**Awaiting Decision**

Ref No:DC/19/3376/LBC

Address: **Otley House, Helmingham Road, Otley, Suffolk, IP6 9NR**

Proposal: Listed Building consent- carefully dismantle existing chimney at rear, also gable wall and side return due to fragile brickwork. Rebuild to match existing form, size and materials of current chimney.

Date for submission of comments: 21st October 2019

The Parish Council submitted **no objection** to this application.

**Application Permitted 18/11/19.**

Ref No: DC/19/4044/FUL

Address: **1 Rosemary Cottage, Ashbocking Road, Otley, IP6 9NH.**

Proposal: Two Storey side extension to provide new (temporary) ground floor assisted bedroom and ensuite and new master bedroom at first floor.

Date for submission of comments: 13th November 2019  
The Parish Council submitted **no objection** to this application.

**Application permitted 22/11/19.**

7b. To consider the following applications at time of writing the agenda: none

7c. Possible breach of car parking spaces not being made at Hillview site- update.

**Highways Matters**

8a. Increased traffic along Helmingham Road.

8b. Over grown hedge along Hall Lane

**Rights of Way**

9a.

**Reports**

10a. To receive the District Councillors Report.

11a. To receive Police Statistics from Suffolk Police website.

12a. Speedwatch Results.

13a. To receive the Community Council report.

**Other**

14 Matters to be bought to the attention of Councillors:

14a. Thanks received from Mr D Hook for letter and donation to EACH charity.

15a. Councillors reports and items for future agenda: Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agenda’s.

Date of next meeting: Monday 16th March 2020 at Otley Village hall (backroom) 7:30pm.