**OTLEY PARISH COUNCIL**

**Dear Councillor**

There is to be a Parish Council Meeting at 7.30pm on Monday 11th September at the Village Hall (back room), Otley, at which your presence is requested and required.

**AGENDA**

1. Chairman’s welcome and apologies for absence.
2. To receive members’ declarations of interest to items on agenda.
3. Public Forum (for any matters on the agenda)
4. To sign the Minutes of the Annual General Meeting on 10th July 2017 as a true record.
5. Matters Arising :

5a. Defibrillator: update.

5b. Tempodis Camera: Incorrect batteries being dealt with.

1. Finance.

6a. To authorise cheques for signature : Mrs I Lincoln £10.46 for war memorial plants.(authorisation given at previous meeting cheque needs signing). RC Contracts (P3 Grass Cutting) £1,689.46

6b. To receive and approve payments since last meeting : Clerks Salary: £81.45 Clerks Expenses: £3.11

 6c. To receive the financial report from the RFO including balances at bank. –

 Balances are as follows : Community C/Ac £3,101.19 CR

 Business Premium A/c £5,017.53CR

(Community Account high due to recent internal transfer from Business Premium to Community Account to cover outgoings for September and October)

Balances to be confirmed at meeting on 11th September 2017.

6d. External Audit- Box 9 on annual return was restated. BDO report has been returned. No matters arising. The query BDO had was resolved and Otley PC were not at fault. Councillors to receive and approve report. Section 3 to then be published. Notice of Conclusion of Audit to also be published following meeting.

1. Planning Matters.

7a. To receive planning decisions:

Ref No: [DC/17/2250/FUL](http://www.eastsuffolk.gov.uk/) received date: 3rd June 2017
Address:**11 Chapel Road, Otley Suffolk.**
Proposal: Revised application for rear extension, partly two-storey
Date for submission of comments: 22nd June 2017

The Parish Council submitted no objection.

**Application Permitted** 21st August 2017

Ref No: [DC/17/2094/FUL](http://www.eastsuffolk.gov.uk/) received date: 24th May 2017
Address:**Barn at Former Peartree Farm, Ipswich Road, Otley Suffolk.**
Proposal: Use of existing barn for annexed accommodation.
Date for submission of comments: 12th June 2017

The Parish Council submitted no objection.

**Application Permitted** 13th July 2017

Ref No: [DC/17/1699/FUL](http://www.eastsuffolk.gov.uk/) received date: 24th May 2017
Address:**Hall Lodge, The Green, Otley Suffolk.**
Proposal: Proposed replacement dwelling, retention of the existing house structure for use as a cart lodge, associated external works, blocking of existing pedestrian access and reconfiguration of internal driveway.
Date for submission of comments: 12th June 2017

The Parish Council submitted no objection on the grounds that planning policy was adhered to.

**Application Withdrawn** 14th August 2017

Ref No: [DC/16/4112/OUT](http://planningpublicaccess.waveney.gov.uk/online-applications/) received date: 27th April 2017
Appeal by: Mr and Mrs J Scales
Address: **Blue Barn Farm, High House Road, Otley**Proposal: Demolition of outbuildings. Construction of one self build, timber chalet development of a small farm.
Date for submission of comments: 29th May 2017
Appeal reference: **APP/J3530/W/17/3167907**

**The Parish Council submitted a reply re-iterating their original response of objection.
Appeal has been lodge. Decision continues to be unavailable.**

Mr R Ling attended the Committee meeting on 17th August 2017 for the application below.

Ref No: [DC/16/4970/ARM](http://publicaccess.eastsuffolk.gov.uk/online-applications/simpleSearchResults.do?action=firstPage) received date: 4th April 2017
Address: **Hillview Church Road, Otley Suffolk**
Proposal: Condition No 2 (C) Hard and Soft Landscaping
Date for submission of comments: 21st April 2017 (The Parish Council have requested an extension until the 10th May 2017)

The Parish Council submitted objection to this application. Application has now gone to Committee.

**Awaiting decision**

 7b To consider the following planning applications:

Ref No: [DC/17/3530/FUL](http://www.eastsuffolk.gov.uk/) received date: 22nd August 2017
Address:**Hall Farm, Hall Lane, Otley Suffolk.**
Proposal: Erection of a new office building, planting of boundary screening and alterations to existing highway access.
Date for submission of comments: 10th September 2017

Ref No: [DC/16/5350/OUT](http://planningpublicaccess.waveney.gov.uk/online-applications/) received date: 24th December 2016
Application: Refused
Appeal by: Mr M Brown
Address: **Land Adjacent to The White Hart Inn, Helmingham Road, Otley**Proposal: Erection of detached dwelling.
Date for submission of comments: 21st September 2017
Appeal reference: **APP/J3530/W/17/3177208**

7c. Local Plan Review- Issues & Options Consultation. ‘Help Plan the Future of the District’ Town & Country Planning (Local Planning) (England) Regulations 2012 (as amended) Friday 18th August- Monday 30th October 2017.

1. Highways Matters

8a. Roadworks.org – gaining information regards road closures and highway matters.

8b. Stop sign at Gibralter road/Swilland road junction improved.

1. Rights of Way

9a FTP 61 Post & Dog bin reported. Ref:4235035

9b FTP 2 Stile reported Ref: 4235037

9c FTP 54 Railway sleeper reported Ref:4235038

9d Clerk wrote to Mr Clarke regards hedge overgrown on FTP25.

1. To receive the District & County Councillor’s report.
2. To receive the Police statistics from website.
3. WSNT Priorities Setting Meeting Updates/Speedwatch results.
4. To receive the Community Council Report.
5. Matters to be brought to the attention of the Council :

14a. Reform of Data Protection Legislation- Clerk booked on course.

1. 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 agendas.

1. Date of next meeting – Monday 9th October 2017 at 7.30pm, Otley Village Hall