

OTLEY PARISH COUNCIL

DRAFT Minutes of the Parish Meeting held on Monday 8th July 2019

Present:

Clerk: Mrs R Green
Chairman: Mr A Ling
Councillors: Mr D Hook, Mrs S Grant, Mr M Liddell, Mrs J Vaughan.

The meeting opened at 7:30pm.

19.034 Chairman's Welcome and Apologies for absence – Mrs A Lord sent her apologies. Mr A Ling gave thanks to Mrs I Lincoln for chairing the last meeting and to Mr M Liddell for accepting the role of Vice Chair

19.035 Declarations of interest to items on agenda – Mr D Hook declared an interest to item 7a) Planning on the agenda .

19.036 Public Forum – there was 1 member of the public in attendance. Mr A Ling welcomed the member of the public. The member of the public had no questions or comments to make.

19.037 Minutes of AGM Meeting held on 20th May 2019 – **It was resolved** that the minutes of the meeting, circulated to all members, be signed as a correct record. All in favour.

19.038 Matters arising -

a) Register of Interest- new system is in place. Clerk has submitted Councillors names. Councillors are now required to log in. Mrs J Vaughan has not received an email. Mr M Liddell will forward the link. Other Councillors have completed.

b) Northern By Pass- Documentation has recently been published regards a Northern By Pass being created north of Ipswich. The consultation process is between Friday 5th July- Friday 13th September 2019.

Consultation events are being held at various locations. Clerk said she would attend the Grundisburgh one and Mrs S Grant said she would attend one too. Once attended an email discussion will be had over the summer to decide what should be done next. There were mixed views on the possibility of such a project coming to fruition. Questions arose: What will it mean for housing in Otley? Could a new route relieve traffic on B1079? Why has a stacking area for the Orwell Bridge not been considered? Could money be spent on better projects?

Grundisburgh have formulated a broader action group, so have Henley and Coddensham. Several Councillors have already joined the Grundisburgh action group. Mr A Ling received a letter from Dr Dan Poulter MP and read it to Councillors. He is against all three potential routes. He supports the STOP! Campaign.

c) It was brought to the attention of Councillors that residents along Church Road whose gardens back onto the old Hubbards site were contacted by the housing developer to inform them that the trees will be coming down. This was because they had reached maturity and their life expectancy was near ending. The parish council could intervene if they were contravening planning regulations.

d) Following on from discussion of c) above it was questioned why the road had been dug out so low at the entrance of the old Hubbards site. Drainage works had been going on recently. Parish Council to monitor situation.

19.039 Finance –

a) **It was resolved** to authorise BACs/cheques for signature:

Leaving gifts totalling £41.99 plants around the memorial £18.19 Proposed: Mr D Hook Seconded: Mrs J Vaughan.

b) **To receive and approve payments since last meeting:** Clerks Salary: £ 273.00 (May & June)
Clerks Expenses: none Proposed: Mr D Hook seconded: Mrs S Grant.

c) **To receive the Financial Report from the RFO including balances at bank -**

Balances are as follows:	Community C/Acc	£ 331.88 CR
	Business premium Acc	£ 9,672.30CR

Bank Balances confirmed as correct. Clerk showed Chairman print out of balances which match. No big changes in financial records since the previous meeting.

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d) Annual Governance and Accountability Return- Certificate of exemption was submitted to PKF Little John the external auditor. This year they did not want a copy of all the other sections. All documents have been scanned and uploaded onto the website. This was carried out a few days before the actual deadline of 1st July. A notice of public rights of exercise has been placed on the notice board. Anyone wanting to see all the accounts for last year can do so between 1st July and 9th August. Alternatively they can be viewed on the Parish Council website. Since writing the agenda Clerk has received an acknowledgement from PKF Little John saying they have received the certificate of exemption. This is a new practice as last year nothing was received in acknowledgement and there were complaints.

19.040 Planning –

i) Ref No: [DC/19/2044/FUL](#) received date: 1st June 2019

Address: **Part Land South of, The Surgery, Chapel Road, Otley, Suffolk.**

Proposal: 1.5 storey new dwelling with 3 bedrooms to the south west side of the Debenham Surgery. New access onto Chapel Road with off street parking.

Date for submission of comments: 21st June 2019

The Parish Council submitted **objection** as a **holding objection**.

Awaiting Decision.

Mr M Liddell is in communication with the partners of the surgery. If the land is sold off the doctors (partners) will receive the money. Nothing can be done about this because of the way the land was historically given to the doctors (partners). Councillors were disappointed that the money would not be fed back into the infrastructure of the doctor's surgery. The public footpath that runs along the side of the doctors surgery land is potentially very narrow. Mr M Liddell mentioned that the drawings in the application do not show the ditch that borders the neighbouring property and along side the public footpath. Concern was raised for the fruit trees and the hedge known as 'Heli's hedge'. It was questioned whether a proper footpath should be requested as part of the application. Councillors did not look favourably upon the appearance of the potential house. Tiles to be used had not been specified. Mr M Liddell has been invited to weekly practice meetings to discuss further. The next one is Thursday at 2pm. Mr A Ling to potentially attend too. Mr M Liddell expressed the following points: i) speak to local residents living in adjacent property before Thursday's meeting. ii) Speak to doctors about including a proper footpath as part of the planning application to avoid it being muddy in winter. iii) re-consider the height of the fencing so it is lower. ii) look into additional car park spaces for the doctors. Councillors' spoke of the usage of the village hall car park by patients to the surgery, parents with children at the school and how village hall users can struggle to park when hiring the village hall and also how the doctors surgery car park isn't big enough.

ii) Ref No: [DC/19/1777/PN3](#) received date: 13th May 2019

Address: **Barn at Wood Farm, Helmingham Road, Otley, Suffolk.**

Proposal: Part 3 GPDO Prior Notification for the change of use of a barn to a dwelling.

Date for submission of comments: 29th May 2019

The Parish Council submitted no objection.

Application decided- Prior Approval Required. 21/06/19

Ref No: [DC/19/1710/FUL](#) received date: 4th May 2019

Address: **Wood Farm, Helmingham Road, Otley, Suffolk.**

Proposal: Building operations associated with the conversion of a barn to a dwelling (application complements a parallel Class Q (a) prior approval application for the change of use).

Date for submission of comments: 23rd May 2019

The Parish Council submitted no objection to this application.

Application Permitted. 02/07/19

Mr D Hook explained part one of his application establishes whether the barns are agricultural or not and the second part is the building part. There is a third part of the application to come in the next few weeks regarding the annexe and the insulation.

iii) Ref No: [DC/19/0823/FUL](#) received date: 16th March 2019

Address: **Land South of Church Farm House, Church Road, Otley, Suffolk.**

Proposal: Outline application for the erection of 7 residential dwellings and provision of an access road off Church Road Otley with all other matters reserved.

Date for submission of comments: 4th April 2019

The Parish Council submitted **objection** to this application.

Application refused. 20/06/19

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7b. To consider the following applications at time of writing the agenda:

Ref no: DC/19/2418/FUL received date: 21st June 2019.

Address: **Goldsmiths Farm Ashbocking Road, Otley, Suffolk IP6 9JS**

Proposal: Erection of timber framed one and half storey two bedroom annexe with kitchenette, shower and gym upstairs. Used as ancillary to main house.

Date for submission of comments: 11th July 2019.

The Parish Council plan to send a majority objection. The lay out doesn't seem right and doesn't suggest an annexe but a house.

7c. Thanks was sent via email to the Clerk from a local resident regarding a recent planning application and the concerns that had been raised about the application. (DC/19/0823/FUL). The local resident appreciated the time the Parish Council gave to the matter.

7d. Mr D Hook pre-warned Councillors that the Parish Council will be receiving a planning application on his paddock which will include a footpath to the village. Mrs S Grant questioned how is a footpath possible? Mr D Hook replied that he had walked it with a Suffolk County Council representative. Suffolk County Council states that the width should be 1.8m if an obstruction occurs, width can go down to 0.9m and is therefore possible. Mr D Hook invited Councillors if they had any other questions please let him know.

19.041 Highways

a) It was resolved at the last meeting to submit the following names: St Marys View and Millers Way. Clerk has emailed preferences and the Parish Council waits to hear from Suffolk County Council.

19.042 Rights of Way

a) It has been brought to the attention of the Council that the coppice area at the back of the church is very over grown and needs looking at. It was questioned whether a working party could do it but insurance can become an issue. The Parish Council might consider paying someone to do it but finding out who the landowner is first will be investigated.

19.043 County Councillor's Report – No report.

19.044 Community Police Report – June 2019- 1 Crime to report on or near Vine Road. Violence & Sexual Offences. Currently under investigation.

19.045 Speedwatch Results –no statistics to report.

19.046 Community Council Report

The car park needs repair work doing to it again. Hall Hire is up but doesn't cover the costs of all the village hall up keep. Mr D Hook suggested getting quotes for re-surfacing the car park.

19.047 Matters to be brought to the attention of the Council

a) A thank you letter has been received from Mrs V Osborne showing her appreciation and gratitude for the flowers.

b) It was acknowledged that something will be arranged for Mr R Ling and all his years of service to the Parish Council.

c) Councillors are happy for Mrs R Green to continue as Clerk despite not living in Otley. New contact details will be updated on the website.

19.048 Councillors' reports and items for future agenda

a) Mr M Liddell informed councillors the neighbourhood plan team were working hard to hopefully have a consultation ready for September.

b) Mrs S Montgomery (Courtney) has agreed to be co-opted on to the Parish Council at September's PC meeting.

19.049 Date of next meeting – Monday 9th September 2019 at 7.30pm in the Village Hall, back room.

With no further matters to discuss the meeting closed at 9:10pm

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Signed Dated