

Otley Parish Council

Dear Councillor

There is to be a Parish Meeting on Monday 16th March 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 13th January 2020 as true to record.

Matters Arising

- 5a.Neighbourhood Plan – Public Event held on 4th March
- 5b.Noticeboard –Spring Park/Newlands- costings found for Councillors to discuss.
- 5c. Defibrillator- 2nd set of pads arrived and have been put with defibrillator.
- 5d. Emergency Planning- Training Feedback.
- 5e. Electric Car Points – discuss possibility of having in Otley.

Finance

- 6a. To authorise BACs/cheques for signature: none
- 6b. To receive and approve payments since the last meeting: Clerks Salary : £273.00 (Jan/Feb/March) Clerks Expenses: none.
- 6c. To receive the financial report from the RFO including bank balances of bank accounts:
- Balances are as follows:
- | | |
|---------------------------|------------|
| Community Account: | £503.98 |
| Business Premium Account: | £ 9,537.93 |

Balances to be confirmed at the meeting on 16th March 2020.

- 6d. Councillors to consider additional donation to St Mary's Church.
- 6e. VAT claim has been submitted for £666.38 of which £345.30 of this claim is related to the Neighbourhood Plan Grant money.
- 6f. Clerk has received an email from Mr T Brown saying he is happy to carry out the Internal Audit. Clerk to arrange suitable time during May 2020.
- 6g. Approval of Asset register.
- 6h. Approval of Risk Assessments for Banking and use of BAC's.
- 6i. Approval of Public Liability Risk Assessment.
- 6j. Review of expenditure of S137 of Local Government Money.
- 6k. Clerk to arrange Finance Meeting Prior to Internal Audit once books are finalised for End of Year.

Planning Matters

- 7a. To receive planning decisions:
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.
Application Permitted 23/01/2020

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.

Continues to be 'Awaiting Decision '

Ref No: [DC/19/4514/FUL](#) 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.

Application Permitted 21/01/2020

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

Ref No: DC/20/0707/FUL received 27th February 2020.

Address: **Wood Farm, Helmingham Road, Otley, Suffolk, IP6 9NS.**

Proposal: Change of use and conversion of barns to a dwelling.

Date for submission of comments: 17th March 2020.

7c. Request put in to Laurence Homes to remove board near entrance of St Mary's Grange. (Old 'vacant situations' board near dog bin).

Highways Matters

8a. Over grown hedge along Hall Lane- has now been cut.

8b. Speeding traffic at Otley Bottom.

Rights of Way

9a. Bridge at Reuban's Wood.

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 brought 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.