

Dear Councillor

There is to be a Parish Council Meeting to be held at Otley Village Hall (Back Room) on Monday 23rd January 2023 at 7.30pm to which your presence is requested and required.

Public Attendance – Members of the public are welcome to attend.

AGENDA

- 1.) Chairman's Welcome Apologise and Approval of Absences.
- 2.) To receive Declarations of Interest and Consider requests for Dispensations.
- 3.) Public Forum (For any matters on the Agenda).
- 4.) To resolve that the minutes of the meeting held on Monday 10th October 2022 are a true and correct record.
- 5.) To receive reports from Elaine Bryce County Councillor & Tony Fryatt District Councillor.

6. MATTERS ARISING – To receive progress on the following -

- a.) Neighbourhood Plan – Update since last meeting.
- b.) Community First Response Project – M Bowers to provide an update regarding the progress of this project.
- c.) Community Partnership Meetings – To receive any feedback from M Bowers.
- d.) Village Sign – A 3rd Quote has been obtained for this project.
- e.) Countryside Code of Conduct leaflet – Leaflets have now been delivered to the house in St Mary's View, Post Office, Dr Surgery and put up on both notice boards.
- f.) Updating Website Details & Rights of Way Map – Update from Mr M Hunt.
- g.) War Memorial Repair – Quote has been requested from D Ellis.
- h.) Funding of the Christmas Tree -

7. Finance.

7a.) To authorise BACS payments and receive and approve payments since last meeting - Following Finance Meeting with the finance committee which was held on the 14th November 2022 where both Precept and Budget for 2023/24 was discussed.

Approval of Precept for 2023/24 of £5,863.33. Request to East Suffolk Council must be made no later than the 27th January 2023.

7b.) To approve Budget for 2023/24.

7c.) To appoint the external Auditor for 2023.

7d.) To agree contribution to Suffolk Quiet Lanes Initiative of £100.

7e.) To agree Hire of the Village Hall for May, July & October 2022 = £72.50

7f.) To agree Clerk Salary for October, November & December 2022, 25 hours in total = £287.50.

7g.) To agree donation to Disability Advice Service of £75.

7h.) Since last meeting the following payments have been made -

Royal British Legion = £64 for Poppy Crosses.

Community Heartbeat Support Cost = £162

ICO via Direct Debit = £35

Community Action Suffolk Web Hosting = £60

Mr R Ling reimbursement of £100 Theatre Voucher as agreed at PC meeting January 2020 in recognition of his long service.

7i.) To receive the financial report / bank balances for Parish Council Accounts are as follows – Business Premium Account = TBA at the meeting, Community Account = TBA at the meeting

8. PLANNING MATTERS

8a To receive planning decision Ref no -

DC/4485/VOC

Address: Goldsmith Farm, Ashbocking Road, Otley, Suffolk, IP6 9JS.

Proposal: Variation of Condition 2 of DC/21/0715/FUL – (Erection of two storey room in roof near extension, Replacement of Cart Lodge with annex cart Lodge. (Resubmission relating to extant approved application. DC/20/3897/FUL to propose minor amendments to Cart Lodge Structure). The Parish Council Submitted **No Objection** to this application.
Application Permitted 21st December 2022.

DC/22/4498/FUL

Address: Greenways Ipswich Road, Otley, Suffolk IP6 9JW.

Proposal: Proposed alterations and extensions to existing single storey detached dwelling.

The Parish Council submitted **No Objection** to this application.

DC/22/4643/FUL

Address: Hillcroft, Church Road, Otley, Ipswich, Suffolk, IP6 9NQ

Proposal: Family annexe.

The Parish Council submitted **No Objections** but did raise that if planning is approved they would expect a condition to be put in place, that the annexe cannot be sold off as a separate dwelling and must only be occupied by a relative or employee of the owner of the house in accordance with Suffolk Coastal Local Plan adopted September 2020 point 5.77 In order to ensure that annexes remain as such and are not sold, let or used as independent dwellings and particular care is taken that the creation of an annex should not lead to the creation of a new home in the countryside that would not be permitted under the Policy SCLP5.3.

DC/22/4644/VOC

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

Proposal: Variation of condition 2 of DC/21/3806/FUL (Conversion of a redundant building to two semi-detached dwellings). The Parish Council submitted **No Objection** to this application.

AP/22/0072/REFUSE

Address: Land at 1 Charity Cottage, Swilland Otley Suffolk IP6 9NE

Proposal: Retention of use of land for the stationing of shipping containers for storage use, and retention of access track.

Following refusal of this planning application. Clerk recently enquired as to whether East Suffolk Council were considering enforcement notice for the containers to be removed. We are advised that the above applicant has submitted an appeal to The Planning Inspectorate, this has not yet started as is currently awaiting allocation of an Inspector etc.

9. Highways Matters

9a.) Proposed 40 mph Speed Limit, Swilland Crossroads – A notice and order for the proposed changes to the speed limit was advertised for three weeks in December 2022. If the order is made permanent the Council have two years to bring it into effect.

9b.) Pot Hole at the junction of the B1079 and Ipswich Road, this has been reported on at least two occasions. Repaired ordered for 16/1/2023.

10. Rights of Way.

10a.) Ref 00375112 Helmingham Footpath 053 Helmingham Has two broken Bridges towards its eastern end. Bridges are very slippery so there is a significant risk of injury. The Second Bridge is further along the path off Helmingham Road, this has been reported 4 times last time was 7/11/2022. Works have finally been ordered.

10b.) Ref 00376042 Footpath 030 reported on 26/10/2022. Footpath blocked by vegetation, notified on 16/12/2022 that works have been ordered.

10c.) Ref 00379515 Footpath 064 reported on 28/11/2022. Sleeper bridge rotten and Slippery.

11. Speed Watch Results.

12. Community Council Report

Please can be have a Volunteer from the Parish Council to attend the next meeting.

13.) Matters to be brought to the attention of the Council – Standing Orders and Financial Regulation to be reviewed and agreed. To be emailed out prior to next Meeting (March 2023).

13a.) The Parish Council have received A Thank you from the Baptist Chapel for monies they received.

14.) Councillors reports & Items for future agendas.

Future meeting Dates

20th March 2023

15th May 2023 APM and AGM

17th July 2023

18th September 2023

20th November 2023