

Dear Councillor

There is to be a Parish Council Meeting to be held at Otley Village Hall (Back Room) on Monday 20th November 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 of Dispensations.
- 3.) Public Forum (For any matters on the Agenda).
- 4.) To resolve that the minutes of the Parish Council Meeting held on Monday 18th September 2023 are a true and correct record.
- 5.) To receive reports from Elaine Bryce County Councillor & District Councillor Dan Clery.
6. **MATTERS ARISING – To receive progress on the following -**
 - a.) Neighbourhood Plan – To approve Final Consultation of the Draft Plan
 - b.) Parish Council E-mail – Cost of Secure E-mail system
 - c.) Following a few changes to agreed the following policies which have been re- circulated prior to this meeting.
 - Date Protection and Impact Assessment (DPIA)
 - Data Retention and Disposal Policy
 - Subject Access Request Policy
 - d.) CIL Monies – To discuss any further ideas / projects to spend this money on.
 - e.) Update ref Outdoor Play and Sports Fund.
7. **OTHER MATTERS**
 - a.) Planning Group
 - b.) Churchyard land
 - c.) Emergency Planning and Flooding.
 - d.) Thermal Camera Survey's 9th -22nd January 2024
 - e.) Suffolk Archives – Minute Book from 1981 -2004
8. **FINANCE – To Authorise BACS Payments, acknowledge any Receipts received and Payments made since last meeting.**
 - a.) To agree Clerks Salary for September and October 2023 = 25.5 hours at agreed rate.
 - b.) To agree Grass Cutting Bill for Newlands.
 - c.) To agree Precept and Budget for 2024/25.
 - d.) Pay review for Clerk / RFO

Since last meeting the following payments have been made -

 - Clerks Salary for July and August = £281.75
 - Electoral Services for May 2023 Election = £100.98
 - Hire of Village Hall = £77.50
 - Cost of Annual Insurance = £304
 - Donation to Royal British Legion = £50
 - Donation to Air Ambulance (SARS) = £100
 - Costs of Boards to Advertise Parish Council Meetings and chalk pens = £41.39
 - Grass / Footpath Cutting = £1,886.78
 - Community Heartbeat = £162
 - Community Action Suffolk Hosting - £60

On the 18th October 2023 the Parish Council received CIL monies of £9,098.02 including this monies total amount in Reserve Funds = £12,522.24.

£4,341 Neighbourhood Plan Grant (Balance to be returned if not used).

To receive financial reports balances for the Parish Council Accounts Business Premium and Community Account = To be advised at the meeting.

9. PLANNING MATTERS.

DC/23/1650/LBC & DC/23/1649/FUL

Address: Shrubbery Cottage, Chapel Road, Otley, Ipswich, Suffolk IP6 9NT.

Proposal: Listed Building Consent – Extend into the raise the roof space above single storey utility room. The Parish Council submitted NO objection for both although they made comment on DC/23/1650/LBC that they hope there will not be a lost of historic fabric. **Permitted 16th October 2023.**

DC/23/2268/FUL

Address: Pear Tree Meadow, Ipswich Road, Otley, Ipswich.

Proposal: Construction of single storey (Paragraph 80) dwelling house with associated vehicle access, sewage treatment plant & landscaping. The Parish Council submitted an OBJECTION to this application. **Awaiting Decision.**

DC/23/3138/ FUL

Address: Meadow View Cottage 1 Charity Cottage, Swiland Road, Otley, Ipswich IP6 9NE

Proposal: Creation of sun room to side of existing property. The Parish Council submitted NO Objection to this application. **Awaiting Decision.**

DC/22/2268/FUL

Address: 8 Vine Road, Otley, Ipswich IP6 9NZ Refused AP/23/006 Under Appeal. An appeal has been made to the Secretary of State against the decision of East Suffolk Council to refuse planning permission of full planning approval is sought for the development of this site, the building is composed of a modest two bedroom Eco-Bungalow. The Parish Council submitted an Objection to the original application this still stands. **Awaiting Decision.**

DC/23/0014/FUL

Land Off Millers Way Church Road Otley IP6 9HF Construction of five single storey dwellings including one affordable unit. **Permitted 18th October 2023.**

DC/23/3464/FUL

Address: The Old Bakery Helmingham Road Otley Ipswich Suffolk IP6 9NS.

Proposal: 4Two storey rear extension, front entrance porch and associated alterations to an amended design to that approved under planning consent REF: DC/21/5450/FUL to incorporate a balcony over part kitchen with associated balustrade/opaque side screens. The Parish Council submitted An Objection to this application. **This application has be referred to Planning Committee South on the 28.11.2023.**

DC/23/3385/LBC

Address: White Horse Farm Chapel Road Otley Ipswich Suffolk IP6 9NU

Proposal: Listed Building Consent - Replacement of back door and frame. The Parish Council Submitted No Objection to this application. **Application Permitted 25th October 2023.**

DC/23/4135/FUL

Address: Former Hall Lodge The Green Otley Ipswich Suffolk IP6 9PB

Proposal: Erection of Three Bay Cart Lodge. Comments to be submitted by 20th November 2023.

10.) HIGHWAYS MATTERS -

a.) Milestone Infrastructure New Highways Partner

11.) RIGHTS OF WAY

12.) SPEED WATCH & SID RESULTS

13.) COMMUNITY COUNCIL REPORT

14.) COUNCILLORS REPORTS & ITEMS OF FUTURE AGENDAS

Date of next meeting Monday 15th January at 7.30pm