

Dear Councillor

There is to be a Parish Council Meeting to be held at Otley Village Hall (Back Room) on Monday 18th September 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, Apologies 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 17th July 2023 are a true and correct record.
- 5.) To receive reports from Elaine Bryce County Councillor & District Councillors Dan Clery & Colin Hedgley.

6. MATTERS ARISING – To receive progress on the following

- a.) Neighbourhood Plan – To discuss and approve Neighbourhood Plan Documentation.
- b.) Community First Response Project – Carried forwarded from last meeting. Update on number of calls received since launching.
- c.) Paediatric Defib Pads – Carried forwarded from last meeting.
- d.) Parish Council E-mail.
- e.) Outdoor Play and Sports Fund.
- f.) Boards to Advertise Parish Council Meetings.
- g.) Update re Monies to the Church and Chapel.
- h.) Parish Council E-mail.

7. OTHER MATTERS

- a.) CIL Monies – To further discuss suitable projects to spend this money on.
- b.) Dog Park.
- c.) To discuss and agree the following policy which were circulated prior to this meeting
 - Data Protection Impact Assessment (DPIA).
 - Date Retention and Disposal Policy.
 - Subject Access Request Policy.
- d.) 20's Plenty for Suffolk Campaign.

8. FINANCE – To Authorise BACS Payments, acknowledge any Receipts received and Payments made since last meeting.

- a.) To agree Clerks Salary for July and August 2023. 20 hours at agreed rate.
- b.) To agree payment to Electoral Services for May 2023 Elections.
- c.) To agree payment for Hire of Village Hall.
- c.) To discuss and agree cost of Annual Insurance.
- d.) Remembrance Service and discuss donation to Royal British Legion.
- e.) Discuss donation to Air Ambulance (SARS) previously discussed but some considerable time ago, before present Clerk was in post.

Since last meeting the following payments have been made –

- Clerks Salary for May and June = £281.75
- Payment to SALC for Cost of Annual Audit = £202.80
- Payment to East Suffolk Council for the Licence for Newlands = £55.67.
- Payment to Amazon for Stationary Ink Jet Cartridges = £84.30.
- Payment to Sounds Wholesale for Stationary Paper = £10.18.

The Parish Council has received a grant of £4,341. 00 from Groundworks UK to be used for consultation and the completion of the Neighbourhood Plan.

To receive financial reports which includes Quarterly Statement, Budget Update and Balances for the Parish Council Accounts Business Premium Account and Community Account = TBA at the meeting.

9. PLANNING MATTERS.

NOTE There is a period of Public Consultation on a draft Supplementary Planning Document Custom and Self-Build Housing, from 6th September to 18th October 2023.

- a) To receive planning decision Ref Number DC/23/0014/FUL
Address: Land off Millers Way, Church Road, Otley IP6 9HF.
Proposal: Construction of five single storey dwellings including one affordable unit. The Parish Council Submitted NO objection to this application. Awaiting Decision.

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 loss of historic fabric. Awaiting Decision.

DC/23/2076/FUL

Address: Mautby House, Church Road, Otley, Ipswich IP6 9NP

Proposal: Installation of PVA mounting frame to support Solar Panels in the rear of the garden. The Parish Council submitted NO Objection to this application. Application Permitted 18th July 2023.

DC/23/1924/FUL

Address: Warrens Farm, Monewden Road, Otley, Ipswich IP6 9PE

Proposal: Conversion of redundant barn to single private dwelling. The Parish Council Submitted NO Objection to this application. Application Permitted 4th August 2023.

DC/23/2100/FUL

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

Proposal: Conversion of former dairy to dwelling (following grant of DC/21/2346/PN3). The Parish Council submitted NO Objection to this application. Application Permitted 8th August 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/23/2491/FUL

Address: Walnut Tree Cottage, Ipswich Road, Otley, Ipswich IP69JN

Proposal: Construction of two storey side and rear extension to existing two storey house. The Parish Council submitted NO Objection to this application. Application Permitted 18th August 2023.

DC/23/2845/FUL

Address: Brackendale 2 Spring Park, Otley, Ipswich IP6 9NX

Proposal: Single Storey side extension and alterations. The Parish Council submitted NO Objection to this application. Awaiting Decision.

DC/23/2711/FUL

Address: Land at 1 Charity Cottage, Swiland Road, Otley, Ipswich IP6 9NE

Proposal: Retention of use of land for the stationing of shipping containers for storage use. Retention of track (re submission) The Parish Council submitted an Objection to this application. Application Refused 4th September 2023

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.

10.) HIGHWAYS MATTERS.

a.) Gibraltar and Ashbocking road B1078. 40 MPH Speed Limit which the Parish Council made a contribution toward the cost is now in place. It came into operation on 16th August 2023.

b.) Grit Bins

11.) RIGHTS OF WAY.

Reference number is: 00417486 - OTLEY FOOTPATH 023, OTLEY Otley Parish Council reports that many residents are complaining about the overgrown hedges on this path, now almost impassible. Reported on 20th August 2023.

Reference number is: 00418590 - OTLEY FOOTPATH 064, OTLEY Re previous report 00397965 6th April 2023 not actioned reported again Sleeper bridge is broken and just waiting for somebody to put their foot through it. Reported on 29th August 2023.

Works have now been ordered along this footpath.

Reference number is: 00419989 OTLEY FOOTPATH 066

Otley Parish Council reports following, advised by resident that both bridges along this path the wire netting is broken and coming away, which is causing a trip hazard. Reported on 10th September 2023. Previously reported in May 2023.

12.) SPEED WATCH & SID RESULTS -

13.) COMMUNITY COUNCIL REPORT – Volunteer is required to attend the next Community Council Meeting.

14.) COUNCILLORS REPORTS & ITEMS FOR FUTURE AGENDAS.

Date of next meeting Monday 20th November 2023 at 7.30pm