

Dear Councillor

There is to be a Parish Council Meeting to be held at Otley Village Hall (Back Room) on Monday 15<sup>th</sup> January 2024 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 Parish Council Meeting held on Monday 20<sup>th</sup> November 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 feedback from Village Consultation day.
- b.) Parish Council E-mail now set up
- c.) Feedback from Outdoor Play and Sports Fund meeting
- d.) Update re Churchyard land.
- e.) Emergency Plan update.

#### 7. OTHER MATTERS

- a.) Request for loan of ANPR Camera has been requested.
- b.) Water leak on Chapel Road.
- c.) Requests for CIL Monies from Junior Top and Community Orchard.
- d.) B1079

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

- a.) Appointment of Auditor
- b.) To agree Clerks Salary for November and December 2023 = 26 hours at agreed rate.
- c.) Request for Precept has been submitted.

Since last meeting the following payments have been made

- Clerks Salary for September and October 2023 = £293.25
- Suffolk Plant Centre Christmas Tree for the Village = £50
- Grass Cutting Bill for Newlands = £240
- Norton Taylor Nunn (NP Plan) = £2,072.40
- ICO Annual Payment = £35
- Community Action Suffolk Secure Email System = £258
- Gipping Press (Leaflets for NP Plan Consultation) = £191.40

The Parish Council has £12,522.24 in Reserve Funds.

Neighbourhood Plan Grant - to date £ 2,263.80 has been spent.

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/23/2268/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, Swilland Road, Otley, Ipswich IP6 9NE  
Proposal: Creation of sun room to side of existing property. The Parish Council submitted NO Objection to this application. **Permitted 3<sup>rd</sup> October 2023.**

**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. **Under AP/23/0016/REFUSE Appeal Dismissed 9<sup>th</sup> November 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. Permitted 29<sup>th</sup> November 2023.**

**DC/23/4135/FUL**

Address: Former Hall Lodge The Green Otley Ipswich Suffolk IP6 9PB  
Proposal: Erection of Three Bay Cart Lodge. **Permitted 19<sup>th</sup> December 2023.**

**DC/23/4429/CLP**

Address: Field Cottage Helmingham Road Otley Ipswich Suffolk IP6 9NS  
Proposal: Certificate of Lawfulness (Proposed) - Stationing of a mobile home within the residential curtilage of a dwellinghouse, for purposes ancillary to the main use of the host dwellinghouse, does not constitute development nor result in a material change of use within the meaning of Section 55 of the Town and Country Planning Act 1990 (as amended) and therefore does not require planning permission and **DC/23/4428/FUL** same address

Proposal: Erection of a timber pre-fabricated single storey granny annexe for ancillary use to the main dwelling. The Parish Council Objected to this application. **Awaiting Decision**

**10.) HIGHWAYS MATTERS -**

**a.) Report reference number is: 00437122 Swilland Road Otley**

Date reported: 13/12/2023

Description: Otley Parish Council again reports this, having phoned up twice before. Traffic Lights & roadworks at Otley Bottoms. The Junctions is not suitable to have traffic lights there, because the B1078 is not wide enough to accommodate 2 lorries, which results in grid lock. Any delays in completing the roadworks must be avoided as this whole situation is unacceptable.

**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 18<sup>th</sup> March at 7.30pm**

