

Dear Councillor

There is to be a Parish Council Meeting to be held at Otley Village Hall (Back Room) on Monday 15th July 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, 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 Annual General Meeting (AGM) held on Monday 20th May 2024 are a true and correct record.
- 5.) To receive reports from Elaine Bryce Country Councillor & District Councillor Dan Clery.

6. MATTERS ARISING – To receive progress on the following

- a.) Storm Drains and Footpath on Chapel Road /Flooding Action Group and Emergency Preparation Cards
- b.) Neighbourhood Plan – To approve final version
- c.) Outdoor Play & Sports Fund -
- d.) Churchyard Land -
- e.) Correct signage for Thompson's Lane -
- f.) Lists of groups / organisations in the village -
- g.) Councillor Basic Training -
- h.) Youth Club -
- i.) Naming of 5 Bungalow off Miller's Way -

7. OTHER MATTERS -

- a.) Newlands Play Area
- b.) Disposal of old bank statements and Archiving old documents to Suffolk Records Office.
- c.) Road closure of the B1079 in Grundisburgh

8.) Finance – To Authorise BACS payments, acknowledge any receipts received and payment made since last meeting.

- a) To agree Clerks Salary for May and June 2024 = 30.5 hours at agreed rate = £396.50
- b.) To agree payment to SALC for completion of Audit = £267.60 includes VAT.
- c.) To agree payment for Basic Councillor Training Session 1 & 2 booked for ME Also agree payment for same training for GG and CG.
- d.) The Audit has been completed by SALC, AGAR Exception Certificate, Section 1 & 2 Documents and Auditors Report have been submitted to PK Little John on 17th June 2024
- d.) To discuss comments & feedback from the Auditor. Full Audit Report has been previous circulated to all Councillors.

Since the last meeting the following payments have been made

Clerks Salary for March and April 2024 = 26 hours at agreed rate = £338

SALC Membership Subscription for 2024/25 = £340.66

Cost of Licence for land / Meadow at Newlands = £55.67

Cost of Ink jet cartridge and 2 reams of paper = £105.90 includes VAT

Yearly cost of NMA phone for Community First Response = £250

To be advised of Bank Balances for the Parish Council Accounts – To be confirmed at the meeting.

9.) PLANNING MATTERS

DC/23/1457/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. An appeal to the Secretary of State has been submitted. The Parish Council resent their original objections as well as further comments to highlight the number of planning application that have been submitted for this property. A recent Re-Consultation request was received from East Suffolk Council Planning regarding the appeal. Again the Parish Council objected but acknowledge that an ecology report has been carried out. **Awaiting Decision.**

APP/X3540/W/23/3329747 AP/23/0071 REFUSE

Address: 1 Charity Cottage, Swilland Road, Otley, Ipswich, Suffolk

Proposal: Retention of use of land for the stationing of shipping containers for storage use. Retention of access track. An appeal to the Secretary of State has been submitted. Parish Council original OBJECTIONS included in this appeal. **Awaiting Decision.**

DC/24/1104/FUL

Address: Hall Farm, Hall Lane Otley Ipswich Suffolk IP6 9PA

Proposal: Creation of sun room to north elevation and extension of utility room to southern elevation. The Parish Council submitted **NO OBJECTION Application permitted 22nd May 2024**

DC/24/1848/FUL

Address: Land Adjacent 3 Boundary Cottages Ashbocking Road Otley Suffolk IP6 9NH

Proposal: Retention of Engineering works to ditch including culverting. Comments required by 18th July 2024. To be discussed at this meeting.

10.) HIGHWAYS MATTERS -

- a) Works at Otley Bottoms
- b) Surface Dressing of Chapel Road

11.) RIGHTS OF WAY

Report reference number 00472928 OTLEY BRIDLEWAY 072, OTLEY

Date reported: 24/05/2024 Description: Otley Parish Council reports that the Sign leaning. Works ordered_ 29/5/2024

Report reference number 00472933 OTLEY BOTTOM JUST PAST THE CATTERY

Date reported: 24/05/2024 Description: Following email from Otley Parish Council to Josh White from Highways advised to take a picture and report on reporting tool. Large pothole which when filled with water conceals its dangerous depth, also bank has worn away considerably. Response received on 27/05/2024 works ordered.

Old Hubbards Sign and Leasland Area - Should a footpath sign be here? Reported to Rights of Way Officer who will either arrange a signpost or attach discs to end of the bridge.

Report reference number 00475617 THE GREEN, OTLEY

Date reported: 09/06/2024 Description: Otley Parish Council that the Finger-post near Villa Farm Cottages Otley has a rotten post and has fallen into the ditch Response received on 10/6/2024 Works ordered.

Report reference number 00475619 OTLEY FOOTPATH 013, OTLEY

Date reported: 09/06/2024 Description: Otley Parish Council report a Missing Finger Post. Response received on 10/6/2024 works ordered.

Your report reference number 00479029 OTLEY BRIDLEWAY 028, OTLEY

Date reported: 28/06/2024 Description: Otley Parish Council report that the finger post is rotting and post is leaning Response received on 3/7/2024 works ordered.

12.) SPEED WATCH & SID RESULTS

13.) COMMUNITY COUNCIL REPORT

14.) COUNCILLORS REPORTS & ITEMS FOR FUTURE AGENDAS

Date of next meeting Monday 16th September 2024 at 7.30pm Back Room