

Dear Councillor

There is to be a Parish Council Meeting to be held at Otley Village Hall (Back Room) on Monday 18th March 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.) To co-op a Member to the Council.
- 4.) Public Forum (For any matters on the Agenda)
- 5.) To resolve that the minutes of the Parish Council Meeting held on Monday 15th January 2024 are a true and correct record.
- 6.) To receive reports from Elaine Bryce County Councillor & District Councillor Dan Clery.

7.) MATTERS ARISING – To receive progress on the following-

- a.) Neighbourhood Plan Consultation.
- b.) Update regarding Outdoor Plan and Sports Fund.
- c.) Update re Churchyard Land.
- d.) Emergency Plan Update
- e.) ANPR Camera Loan.

8.) OTHER MATTERS

- a.) Request for correct signage for Thompson's Lane
- b.) Grass Cutting Schedule / Costs
- c.) CG to give feedback following attendance to Planning Forum for Town and Parish Councils.
- d.) List of groups and activities in the village.
- e.) Request from Junior Tops for additional CIL monies to purchase clothes Steamer.
- f.) Councillor Training.

9.) FINANCES

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

- a.) To agree Clerks Salary for January and February 2024 = 26 hours at agreed rate.
- b.) To agree cost of hire of Village Hall July 2023 to January 2024 = £85

Since last meeting the following payments have been made

- Clerks Salary for November and December 2023 = £311.50
- CIL monies spent Community Orchard lawn Mover = £618. 99 and Junior Tops Privacy Screens = £654.00
- Refreshments for NP Consultation Day = £44.69 (covered by grant monies)
- Hire of Village Hall for NP Consultation Day = £60 (covered by grant monies)

Bank Balances for Business Account and Community Account to TBA at meeting.

9c.) To review the following policies -

- Updated Standing Orders -
- Financial Regulations & Associated Risk Assessments.
- Asset Register
- Public Land & Building Assets.
- Public Liability Risk Assessment.
- Data Protection Policy.
- Website Accessibility.
- Internal Controls Statement & Report.
- Review of Section monies -Section 133, Section 137 Section 142

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 applications that have been submitted for this property. **Awaiting Decision.**

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 dwelling house, 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 **Permitted 10th January 2024** 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. **Application Refused 10th January 2024.**

DC/24/0653/FUL

Address: Meadow View Cottage 1 Charity Cottages, Swilland Road, Otley, Ipswich Suffolk

Proposal: Land for use of Horses and Stables. **Awaiting Decision.**

APP/X3540/W/23/3329747

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 PC original objections will be included in this appeal. Any further comment to be received by 27th March 2024.

10.) HIGHWAYS MATTERS -

a.) B1079 / Traffic Lights and Works at Otley Bottoms

11.) RIGHTS OF WAY

OTLEY FOOTPATH 069, Reference number 00447019

Date reported: 23/01/2024 Description: Otley Parish Council report that the bank has collapsed and there is Overhanging vegetation.

CHAPEL ROAD, OTLEY Reference number 00452943

Date reported: 16/02/2024 Description: Otley Parish Council report a sunken drain cover outside White Horse Cottage Otley (Chapel Road) Works have been ordered.

OTLEY FOOTPATH 023, Reference number 00454135

Date reported: 20/02/2024 Description: Otley Parish Council report a Broken plank in bridge walkway. Works have been ordered.

OTLEY FOOTPATH 064, Reference numbers 418590 & 397965

Following Clerk chasing confirm works were ordered to be completed as soon as ground condition allow.

12.) SPEED WATCH & SID RESULTS

13.) COMMUNITY COUNCIL REPORT

14.) COUNCILLORS REPORTS & ITEMS OF FUTURE AGENDAS

Date of next meeting Monday 20th May 2024 (APM at 7pm & AGM at 7.30pm) Main Hall.