**OTLEY PARISH COUNCIL**

**Dear Councillor**

There is to be a Parish Council Meeting at 7:30pm on Monday 14th January 2019 at the Village Hall, Otley, at which your presence is requested and required.

**AGENDA**

1. Chairman’s welcome and apologies for absence.
2. To receive members’ declarations of interest to items on agenda.
3. Public Forum (for any matters on the agenda)
4. To sign the Minutes of the Parish Council Meeting held on 19th November 2018 as a true record.
5. **Matters Arising** :

5a.Neighbourhood Plan- update

5b. Suffolk Coastal Local Plan & the Future of Otley- update

5c. Sizewell C consultation in progress.

5d Commercial Vehicles and parking concerns.

1. **Finance.**

6a. To authorise cheques for signature or BACs : Hall Hire for Sept & Nov: £55.00 (authorisation given via email)

6b. To receive and approve payments since last meeting : Clerks Salary: £ 157.50 (Nov/Dec) Clerks Expenses:£ none

 6c. To receive the financial report from the RFO including balances at bank. –

 Balances are as follows : Community C/Ac- £ 573.15CR

 Business Premium A/c- £ 8,309.41CR

 Balances to be confirmed at the meeting on 14th January 2019.

6d.Approve Budget

6e. Precept request to be agreed and resolved. Submission due 25th January.

6f. Appointment of Internal Auditor for 2018/19

6g. Approval of Standing Orders and Financial Regulations.

1. **Planning Matters.**

7a. To receive planning decisions:

Ref No: [DC/18/3820/FUL](http://eastsuffolk.gov.uk) received date: 24th October 2018
Address: **Fairview, Chapel Road, Otley, Suffolk.**
Proposal: Single storey extension to rear of dwelling and open porch to west elevation.
(Amendments to previous application 25/09/18).
Date for submission of comments: 6th November 2018
The Parish Council submitted no objection to this application.
**Application Permitted 16/11/18**

Ref No: [DC/18/4146/FUL](http://eastsuffolk.gov.uk) received date: 3rd November 2018
Address: **Goldsmiths Farm, Ashbocking Road, Otley, Suffolk.**
Proposal: Erection of one and half storey timber framed 3 bedroom annexe with a garage to the side connected with a catslide roof. Existing garage in a different place to be demolished. Will extend the gravel drive to connect the building to the house.
Date for submission of comments: 21st November 2018
**Application Refused 30/11/18**

Ref No: [DC/18/4216/OUT](http://eastsuffolk.gov.uk) received date: 24th October 2018
Address: **Flying Otters, Chapel Road, Otley, Suffolk.**
Proposal: Erection of detached bungalow.
Date for submission of comments: 12th November 2018
A request for an extension was accepted by SCDC planning department. The Parish Council responded by 20th November 2018. The Parish Council submitted objection to this application.
**Application refused 28/11/18**

7b To consider the following planning applications: none

1. **Highways Matters**

8a New Grit Bin - update.

1. **Rights of Way**

9a Footbridge at Spring Park reported.

9b Footbridge at back of the Church reported.

9c Approval for RC Calton to carry out grass cutting for 2019.

1. **Reports:**

10a. To receive the District & County Councillor’s Report.

10b. To receive the Police statistics and/or updates from Suffolk Constabulary website/WSNT Priorities Setting Meeting updates.

10c. To receive the Speedwatch Report.

10d. To receive the Community Council Report.

1. **Matters to be brought to the attention of the Council:**

11a. Letter from residents on Church Road regarding trees.

11b. Thank you letter from Otley Baptist Church.

1. **Councillors’ reports and items for future agenda:**

Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas.

1. **Date of next meeting:** Monday 11th March 2019 at 7:30pm, Otley Village Hall- back room.