**OTLEY PARISH COUNCIL**

**Dear Councillor**

There is to be a Parish Council Meeting at 7:30pm on Monday 13th March 2017 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. To co-opt a member to Council.
4. Public Forum (for any matters on the agenda)
5. To sign the Minutes of the Parish Council Meeting held on 16th January 2017 as a true record.
6. Matters Arising :

6a. Defibrillator update.

6b External Audit- outcome.

6c Response from Laurence Homes regarding request for burial ground for St Mary’s Church.

6d Written quotes received for refurbishment of Noticeboard.

6e Tempodis Battery and Charger

1. Finance.

7a. To authorise cheques for signature & bank transfers: Community Council Village Hall Hire: £50.

7b. To receive and approve payments since last meeting : Clerks Salary: (Day 7,8,9,10 Keeping in Touch) £362.00 Clerks Expenses:£4.15 (stamps & A4 paper)

7c. To receive the financial report from the RFO including balances at bank. –

Balances are as follows at time of writing agenda:

Community C/Ac £1,360.27CR

Business Premium A/c £6,354.28CR

Balances to be confirmed at meeting on 13th March 2017.

7d Approval of Standing Orders, Financial Regulations, Asset Register, Risk Assessments.

7e Appointment of Heelis & Lodge as Internal Auditors.

1. Planning Matters.

8a. To receive planning decisions :

Ref No: [DC/16/4900/FUL](http://planningpublicaccess.waveney.gov.uk/online-applications/) received date: 26th November 2016  
Address: **Ambleside, Chapel Road, Otley**Proposal: Proposed single storey rear extension and flat to roof conversion and associated works.  
Date for submission of comments: 15th December 2016

The Parish Council submitted no objection to this application.

**Application Permitted**

Ref No: DC/16/4970/ARM received date: 8th December 2016

Address: Hillview Church Road, Otley.

Proposal: Condition No.2 (c) Hard & Soft Landscaping.

Date for submission of comments: 26th December 2016

The Parish Council submitted **no objection in principle but concerns were raised based on comments from councillors and residents.**

**Awaiting Decision**

Ref No: DC/16/5350/OUT received date: 24th December 2016

Address**: Land Adjacent to The White Hart Inn, Helmingham Road, Otley.**

Proposal: Erection of detached dwelling.

Date for submission of comments: 12th January 2017

The Parish Council submitted **objection** to this application.

**Application refused** 14th February 2017

Ref No:DC/17/0119/FUL received date: 18th January 2017  
Address: **Iwunda, Helmingham Road, Otley**Proposal: Single Storey front extension and extension of canopy and side extension by first floor level over existing garage and associated alterations.

Date for submission: 5th February 2017

The Parish Council submitted **no objection** to this application.

**Application permitted** 16th February 2017

Ref No: DC/17/0428/LBC received date: 17th February 2017

Address: **Otley Hall, Hall Lane, Otley**

Proposal: Removal and replacement of cracked and blowing lime render to entire north facing gable end and to adjacent wall between the gable end and the chimney stack on the east face of the north wing of Otley Hall.

Date for submission: 8th March 2017

The Parish Council submitted **no objection** to this application**.**

**Awaiting Decision**

8b To consider the following planning applications:

Ref No: DC/17/0879/FUL received date: 7th March 2017

Address: **Hillview Church Road Otley Suffolk.**

Proposal: Construction of an above surface water attenuation storage area with a self-contained hydrobrake and headwall discharging into an existing watercourse, including associated soft landscaping and screen planting adjacent to the southern boundary of the proposed housing development.

Date for submission:23rd March 2017

Currently with Planning Committee.

1. Highways Matters

9a Progress with report made to Highways regards B1078 overtaking near Gibralter Road crossroads.

9b Blocked ditch/drain outside Primrose Cottage on B1078 reported.

1. Rights of Way- None
2. To receive the District & County Councillor’s report.
3. To receive the Police Statistics from Police website.
4. WSNT Priorities Setting Meeting Updates/Speedwatch results.
5. To receive the Community Council Report.
6. Matters to be brought to the attention of the Council :

15a Norse Barrier update.

15bThank you letter from Sally & Phil Whiffing.

15c .Otley Under 5’s and new building project.

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 15th May 2017-Annual Parish Meeting at 7.00pm,followed by Annual General Meeting, Otley Village Hall.