**Otley Parish Council**

**Dear Councillor**

There is to be a Parish Meeting on Monday 8th July 2019 at the village hall, Otley at which your presence is requested and required.

**Agenda**

1.Chairmans welcome and apologies for absence.

2. To receive member’s declaration of interest to items on the agenda.

3. Public Forum (for any matters on the agenda).

4. To sign the minutes of the AGM held on 21st May 2019 as true to record.

**Matters Arising**

5a. Register of interest- everyone updated using new system?

5b. Nothern by Pass

5c. Trees along Church Road as part of the boundary of building site are suggesting being removed by the developer.

**Finance**

6a. To authorise BACs/cheques for signature: leaving gifts totalling £41.99 plants around the memorial £18.19.

6b. To receive and approve payments since the last meeting: Clerks Salary : £273.00 (May & June) Clerks Expenses: none.

6c. To receive the financial report from the RFO including bank balances of bank accounts:

Balances are as follows: Community Account: £331.88

 Business Premium Account: £ 9672.30

Balances to be confirmed at the meeting on 8th July 2019.

6d. Annual Governance and Accountability Return- Certificate of Exemption was submitted to PKF Little John the external auditor. This year they did not want a copy of all the other sections. All documents have been scanned and uploaded onto website. This was carried out a few days before the actual deadline of 1stJuly. A notice of public rights of exercise has been placed on the notice board. Anyone one wanting to see the accounts for last year can do so between 1st July and 9th August. Alternatively they can be viewed on the Parish Council website.

**Planning Matters**

7a. To receive planning decisions:

Ref No: [DC/19/2044/FUL](http://publicaccess.eastsuffolk.gov.uk/online-applications/) received date: 1st June 2019
Address: **Part Land South of, The Surgery, Chapel Road, Otley, Suffolk.**
Proposal: 1.5 storey new dwelling with 3 bedrooms to the south west side of the Debenham Surgery. New access onto Chapel Road with off street parking.
Date for submission of comments: 21st June 2019

The Parish Council submitted **objection** as a **holding objection**.

**Awaiting Decision.**

Ref No: [DC/19/1777/PN3](http://publicaccess.eastsuffolk.gov.uk/online-applications/) received date: 13th May 2019
Address: **Barn at Wood Farm, Helmingham Road, Otley, Suffolk.**
Proposal: Part 3 GPDO Prior Notification for the change of use of a barn to a dwelling.
Date for submission of comments: 29th May 2019

The Parish Council submitted no objection.

**Application decided- Prior Approval Required. 21/06/19**

Ref No: [DC/19/1710/FUL](http://publicaccess.eastsuffolk.gov.uk/online-applications/) received date: 4th May 2019
Address: **Wood Farm, Helmingham Road, Otley, Suffolk.**
Proposal: Building operations associated with the conversion of a barn to a dwelling (application complements a parallel Class Q (a) prior approval application for the change of use).
Date for submission of comments: 23rd May 2019

The Parish Council submitted no objection to this application.

**Application Permitted. 02/07/19**

Ref No: [DC/19/0823/FUL](http://eastsuffolk.gov.uk/) received date: 16th March 2019
Address: **Land South of Church Farm House, Church Road, Otley, Suffolk.**
Proposal: Outline application for the erection of 7 residential dwellings and provision of an access road off Church Road Otley with all other matters reserved.
Date for submission of comments: 4th April 2019

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

**Application refused. 20/06/19**

7b. To consider the following applications at time of writing the agenda:

Ref no: DC/19/2418/FUL received date: 21st June 2019.

Address: **Goldsmiths Farm Ashbocking Road, Otley, Suffolk IP6 9JS**

Proposal: Erection of timber framed one and half storey two bedroom annexe with kitchenette, shower and gym upstairs. Used as ancillary to main house.

Date for submission of comments: 11th July 2019.

7c. Email from residents regarding a recent planning application.

**Highways Matters**

8a. Naming of roads was submitted.

**Rights of Way**

9a. RC Contracts has carried out first cut. Local residents were concerned about this getting done as footpaths were so over grown.

**Reports**

10a. To receive the District Councillors Report.

11a. To receive Police Statistics from Suffolk Police website.

12a. Speedwatch Results.

13a. To receive the Community Council report.

**Other**

14a Matters to be bought to the attention of Councillors: none at present.

15a. 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 agenda’s.

Date of next meeting: Monday 9th September 2019 at Otley Village hall (backroom) 7:30pm.