**Otley Parish Council**

**Dear Councillor**

There is to be a Parish Meeting on Monday 18th November 2019 at the backroom of 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 Parish Council Meeting held on 9th September 2019 as true to record.

**Matters Arising**

5a. Resignation of Mr D Hook from Otley Parish Council.

5b. Neighbourhood Plan – questionnaire has been delivered to households plus any further updates.

5c. Ipswich Northern By Pass- any further updates.

**Finance**

6a. To authorise BACs/cheques for signature: RC Contracts (grass cutting)-£1,715.26 CAS Insurance-£216.52, plants for war memorial (I Lincoln)-£5.00,Gipping Press-(FlyersNHP)-£38.00, Gipping Press-(Questionnaire NHP)- £271.80, CAS website hosting-£60.00. [Payments authorised via email as payments due before PC meeting]

6b. To receive and approve payments since the last meeting: Clerks Salary : £252.00 (Sept/Oct) Clerks Expenses: none.

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

Balances are as follows: Community Account: £2155.71

Business Premium Account: £ 10528.99

Balances to be confirmed at the meeting on 18th November 2019.

6d. Finance Meeting held on 14th November-feedback regards finances and draft budget for 2020/2021.

6e. To approve budget for next financial year-2020/2021.

**Planning Matters**

7a. To receive planning decisions:

Ref No: DC/19/2884/FUL  
Address: **Wood Farm, Helmingham Road, Otley Suffolk IP6 9NS.**

Proposal: Change of use and conversion of barns to dwelling.

Date for submission of comments: 19th August 2019

The Parish Council have **no objection** to this application.   
**Application refused. 24/10/19**

Ref No: DC/19/2928/FUL and DC/19/2929/LBC

Address: **Two Hoots Farm House, The Green, Otley IP6 9PD.**

Proposal: single storey extension to the north, replacement porch (demolish existing and associated works).

Date for submission of comments: 21st August 2019  
The Parish Council submitted **no objection** to these applications.

**Application permitted 23/09/19**

Ref:DC/19/3376/LBC

Address: **Otley House, Helmingham Road, Otley, Suffolk, IP6 9NR**

Proposal: Listed Building consent- carefully dismantle existing chimney at rear, also gable wall and side return due to fragile brickwork. Rebuild to match existing form, size and materials of current chimney.

Date for submission of comments: 21st October 2019

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

Ref No: DC/19/4044/FUL

Address: **1 Rosemary Cottage, Ashbocking Road, Otley, IP6 9NH.**

Proposal: Two Storey side extension to provide new (temporary) ground floor assisted bedroom and ensuite and new master bedroom at first floor.

Date for submission of comments: 13th November 2019  
The Parish Council submitted **no objection** to this application.  
**Awaiting decision.**

7b. To consider the following applications at time of writing the agenda: none

7c. Contact from Swilland & Witnesham PC regards planning application.

7d. Any progress on the Hubbards Car Parking spaces?

**Highways Matters**

8a. Resident request for Traffic Survey to be carried out at Otley Bottom-update.

8b. 30mph road painted signage in the village-discuss.

8c. Clopton PC request for volunteers to join team regarding speeding traffic.

**Rights of Way**

9a. RC Contracts-invoice received and paid. Invoice sent to SCC and reimbursement has been made.

9b. Horse signs for Hall Lane- update.

**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**

14 Matters to be bought to the attention of Councillors:

14a Dates arranged for meetings in 2020 and village hall booked.

14b Any updates on looking at Newlands play area site?

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 13th January 2019 at Otley Village hall (backroom) 7:30pm.