**OTLEY PARISH COUNCIL**

**Dear Councillor**

There is to be the Annual General Meeting of the Parish Council following the Annual Parish Meeting at 7pm on Monday 21st May at the Village Hall, Otley, at which your presence is requested and required.

**AGENDA**

1. Nomination to Chair meeting.
2. Acceptance of Office (& Chair to sign declaration of acceptance of office)
3. Appointment of Officers (to all sign declaration of acceptance of office)
4. Chairman’s welcome and apologies for absence.
5. To receive members’ declarations of interest to items on agenda.
6. To co-opt a member to council (to sign declaration of acceptance of office)-None
7. Public Forum (for any matters on the agenda)
8. To sign the Minutes of the Parish Council Meeting held on 12th March 2018 as a true record.
9. Matters Arising :

9a.

1. Finance.

10a. To authorise cheques for signature : SALC membership: £319.86 (authorisation given via email) Heelis & Lodge invoice (last year) £66.00

10b. To receive and approve payments since last meeting : Clerks Salary: £178.50 Clerks Expenses:£0.00

 10c. To receive the financial report from the RFO including balances at bank. –

 Balances are as follows : Community C/Ac £ CR

 Business Premium A/c £ CR

 The first instalment of precept has been received-£2,308.51

10d. To receive the internal Audit Report from Heelis & Lodge.

10e. Acceptance of Year End Accounts and Annual Governance Statement.
10f.

1. Planning Matters.

11a. To receive planning decisions:

 Ref No: [DC/17/0428/LBC](http://publicaccess.eastsuffolk.gov.uk/online-applications/simpleSearchResults.do?action=firstPage) 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 of comments: 8th March 2017
The Parish Council submitted **no objection** to this application.
Decision: **Application Permitted**. 21/04/2017

 11b To consider the following planning applications:

Ref No: [DC/16/4112/OUT](http://planningpublicaccess.waveney.gov.uk/online-applications/) received date: 27th April 2017
Appeal by: Mr and Mrs J Scales
Address: **Blue Barn Farm, High House Road, Otley**Proposal: Demolition of outbuildings. Construction of one self build, timber chalet development of a small farm.
Date for submission of comments: 29th May 2017
Appeal reference: **APP/J3530/W/17/3167907**

Ref No: [DC/17/1767/FUL](http://www.eastsuffolk.gov.uk/) received date: 27th April 2017
Address:**Willowmead Otley Bottom, Otley Suffolk.**
Proposal: Three bay garage/cartlodge (change of size and position to that already approved, but not built under C/03/0415).
Date for submission of comments: 16th May 2017

Ref No: [DC/16/4970/ARM](http://publicaccess.eastsuffolk.gov.uk/online-applications/simpleSearchResults.do?action=firstPage) received date: 4th April 2017
Address: **Hillview Church Road, Otley Suffolk**
Proposal: Condition No 2 (C) Hard and Soft Landscaping
Date for submission of comments: 21st April 2017 (The Parish Council have requested an extension until the 10th May 2017)

1. Highways Matters

12a.

12b.

1. Rights of Way

13a

13b Dog fouling on footpaths- concern from resident.

1. To receive the District & County Councillor’s report.
2. To receive the Police report.
3. WSNT Priorities Setting Meeting Updates/Speedwatch results.
4. To receive the Community Council Report.
5. Matters to be brought to the attention of the Council :

18a

18b

18c

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 9th July 2018 at 7.30pm, Otley Village Hall