**OTLEY PARISH COUNCIL**

**Dear Councillor**

There is to be a Parish Council Meeting at 7:30pm on Monday 16th January 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. Public Forum (for any matters on the agenda)
4. To sign the Minutes of the Parish Council Meeting held on 12th December 2016 as a true record.
5. Matters Arising :

5a. Defibrillators: up date.

5b Casual Vacancy- closing date 16th January.

5c Winter Gritting- one spade required for volunteer. Additional grit bin potentially required along Ipswich Road.

5d External Audit- update.

1. Finance.

6a. To authorise cheques for signature & bank transfers: Disability Advice Service £100.

6b. To receive and approve payments since last meeting : Clerks Salary: (Day 6 Keeping in Touch) £90.50 Clerks Expenses:£4.79 (stamps & cards) Leaving gift voucher £20

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

 Balances are as follows at time of writing agenda:

 Community C/Ac £ 359.44CR

 Business Premium A/c £8,454.28CR

Balances to be confirmed at meeting on 16th January 2017.

1. Planning Matters.

7a. 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.

**Awaiting Decision.**

Ref No: [DC/16/4112/OUT](http://planningpublicaccess.waveney.gov.uk/online-applications/) received date: 28th October 2016
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: 15th November 2016
The Parish Council submitted **objection** to this application.

Decision: **Application Refused**

Ref No: SCC\0251\16
Address: **Otley Under Fives Centre, Otley Primary School, Chapel Road, Otley.**
Proposal: Retention of unit used by Otley Pre-School.
Parish Council to respond 21 days of the date of the letter-23rd November 2016 to Suffolk County Council.

Decision: **Registered**

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**

7b To consider the following planning applications:

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.

1. Highways Matters

8a. Update on Footpath along Helmingham Road from Ipswich Road to White Hart Pub.

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 :

14a Letter received from Church regards gaining additional burial ground from Laurence Homes.

14b Quotes for refurbishing Noticeboard & potential notice board in bus shelter.

14c Email received from Mr & Mrs Osborne regards concern for overtaking traffic on B1079 once new 40mph limit in place.

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 13th March 2017 at 7.30pm, Otley Village Hall