**OTLEY PARISH COUNCIL**

**Minutes of Parish Council Meeting held on Monday 21st October 2013**

**Present:**

Clerk: Mrs Osborne

Chairman: Mr A Ling

Councillors: Mrs I Lincoln, Mrs J Vaughan, Mrs A Lord, Mr R Ling, Mrs S Grant, Mr D Hook, Mr M Liddell, Cllr Peter Bellfield

The meeting opened at 7.30pm

13.60 Apologies for absence – Mr B Childs, authorised & PC Debbie Howgego

13.61 Declarations of interest to items on agenda – none declared.

13.62 **Public Forum** – no members of the public were in attendance.

13.63 **It was resolved** the minutes of the meeting held on 2nd September 2013 were an accurate record of that meeting. All in favour. **It was resolved** that the minutes of the meeting with Planning Vocalism on 7th October were an accurate record of that meeting. All in favour.

13.64 **Matters Arising** -

1. The appointment of a representative as School Governor for Otley Primary School will be discussed at the next meeting.
2. The Clerk read an email received from Michael Quinton from Schools Accountancy Services confirming that grants for rent are no longer allowable factors. The money has been redistributed into other allowable factors and it is up to schools on how best they utilise this funding; including physical education. Clerk to establish how much the school is being charged for the village hall hire for PE.
3. Clerk to order 2 additional copies of the Local Plan.
4. Baptist Church has responded to our letter regarding concerns on the parking at The Manse and will consider our request at a future business meeting.
	1. **Finance** –
5. **It was resolved** to authorise the following payments by cheque: £65.00 Royal British Legion for wreath & crosses, £88.20 SALC councillor course, £15 donation to Disability Advice Service. Proposed Mrs A Lord, seconded by Mrs S Grant. All in favour.
6. **It was resolved** to authorise all payments Clerks Salary £255.54, Clerks Expenses £24.45 Community Council hall rent £91.50 all to be paid via BACS. ICO Data Protection payment of £35 due November and email agreement to pay Suffolk Acre Insurance of £266.70 by cheque on 19th September was confirmed and approved. Proposed Mrs A Lord, seconded by Mrs S Grant. All in favour.
7. To receive the financial report from the RFO including balances at bank –

Community Account £332.16

Instant Saver Account £7,705.17

* 1. **Planning Matters**
1. To receive planning decisions: Otley Hall – installation of sewage treatment plant – approved.
2. To consider the following planning applications: DC/13/2959/lbc Shrubbery Cottage, Chapel Road – Internal alterations to move bathroom upstairs and remove internal wall in the kitchen. Clerk to request extension to allow paperwork to be circulated to all parties
3. The Neighbourhood Planning Team now includes 3 co-opted residents: Andrew Graham, Ian Beaumont and Clare Gasson. Mr Liddell to contact Hilary Hanslip to arrange meeting to discuss the St Somewhere document used by Devon CC and the team will look at a Village Design Statement.
	1. **Highways Matters -**
4. PC happy to consider placement of salt/grit bin within Newlands if SCC agree positioning. Clerk to contact Wendy Marshall to check she is happy to be named volunteer to spread salt in icy conditions.
	1. **Rights of Way -**
5. P3 grass cutting schedule being updated. All agreed that the footpath from Ipswich Road to Church Road through Gull Farm did not need cutting. Mrs S Grant, Mrs J Vaughan & Mrs I Lincoln to walk the paths in Ashbocking and confirm to clerk if they are to be included within the schedule. Clerk to send updated information to Beth Barham at SCC.
6. Clerk received email from SCC who will make site visit to footpath 59, Donkeys Ears, and confirm date for repairs.
	1. **To receive the District & County Councillor’s report** – Cllr P Bellfield informed the meeting that SCC is required to make savings of £156m over the next 4 years; from a total budget of £590m. Central Government are also reducing their grant over the next 2 years by £50m, representing a 30% cut. The BT contract for CSD comes to an end next year and is unlikely to be renewed. SCC is aiming to bring the CSD back in-house and employment levels will show an increase due to this. The Lowestoft and Waveney offices will be amalgamated into one office with a saving of £3m. Cllr Bellfield informed the meeting of a complaint he made on the Anglian Water roadworks in August. His complaint centred on the lack of signage and that the closure took place over a weekend. Finally, Cllr Bellfield confirmed some improvement to the GCSE results. LY SCC was 140 out of 151 education authorities and this year 135th. The improved results were more prevalent in the change from 3 to 2 tier schooling.

SCDC will have to make savings of £1.8m from a £13m budget, over the next 4 years. There has been no interest in the Spa Pavillion either as a theatre or change of use. SCDC will be looking at removing the leisure centre subsidies which currently run at £900,000 and will be looking for new contracts next year. Cllr Bellfield confirmed that SCDC are looking to move out of Melton Hill and re-develop the site. Peter also confirmed that The Boundary Committee consultation is looking to amalgamate the Otley Ward with Grundisburgh Ward. The Otley Ward would lose Bredfield and Gt and Little Bealings would move into the Witnesham Ward. Cllr Bellfield was pleased to report that the landfill in Suffolk over the last 10 years has reduced from 70% to the current 40%. Lastly, now the Local Plan is complete the Parish Council will be consulted on the ‘Site Specific’ document. Cllr Bellfield was asked where the housing quota for SCDC came from; this was set by SCDC themselves and checked by a Government Inspector. The figures were approved on the understanding that SCDC re-look at in 2 years time. SCDC are currently in breach of legislation as the 5 year development land availability target is not met. Cllr Bellfield was also asked if Anglian Water is consulted with regards to supply in an area supporting further development and it is up to local people to raise any issues. When asked if removing the leisure centre subsidies was good practice when there are healthy living campaigns and the future impact it may have on health services Cllr Bellfield confirmed that savings needed to be made but they will remain owners of the sites.

* 1. **To receive the Police Report** - PC Debbie Howgeo gave her apologies but sent a report. There have been 3 reported crimes since our last meeting in the period 02/09/13 – 20/10/13 – ABH at Otley College and two Burglaries 14/15th October in Ipswich Road and The Green. In comparison Wickham Market 16, Rendlesham 1, Melton 5, Woodbridge 47 and Hollesley 1. Current police priority is to reduce speeding through Ufford village and to tackle anti-social behaviour in both Rendlesham and Wickham Market. The next community panel meeting will be held on Wednesday 20th November at Rendlesham Community Centre. The mobile police station will visit Thursday 24th October and Thursday 14th November 8.30-9.45am in the village hall car park.
	2. **To receive the Community Council report** – OCC are looking for a new treasurer and have re-appointed Martin Hunt until the post is filled. Fireworks will now be held on Saturday 9th November with the Christmas Dinner Dance on Saturday 7th December. It was reported the profit from the fete was down on last year but with Otley Fest the total is roughly the same as 2012 at £1,502.12. The Flower Show reported fewer entries but it was still a successful event and all organisers were thanked. The kitchen project begins w/c 21st October and 3 weeks have been allocated for works to be completed. Clerk to request OCC update the noticeboard on the outside of the village hall as it currently displays minutes from 2011.
	3. **Matters to be brought to the attention of the Council** –
1. Mrs A Lord raised the need to make residents more aware of the work the PC do within the village and to encourage people to attend meetings. Mrs J Vaughan showed a possible leaflet idea highlighting what each councillor does, who to contact and village events. Mr A Ling will raise at the next Community Council Meeting.
2. A letter requesting support was received from HomeStart but it was felt that this should be declined.
3. Clerk informed the meeting that she has made contact with Suffolk Wildlife Trust regarding the protection of the Bee Orchid in the HTG development.
4. Clerk to request rough surfacing works to the road between Otley College and Otley Bottom.
	1. **Councillors’ reports and items for future agenda** – none raised.
	2. **Date of next meeting** – Monday 9th December 7.30pm Otley Village Hall

With no further matters to discuss the meeting closed at 8.47pm

Signed ………………………………………………………………… Date…………………………………..