

OTLEY PARISH COUNCIL

Minutes of Parish Council Meeting held on Monday 10th December 2012

Present:

Clerk: Mrs Osborne
Chairman: Mr Smith
Councillors: Mr R Ling, Mr B Childs, Mrs I Lincoln, Mr A Ling, Mrs S Grant, Mr D Hook
Cllr P Bellfield & 2 members of the public.

The meeting opened at 7.28pm

12.61 Apologies for absence – Mr G Cant & Mrs J Vaughan, both authorised & PC Debbie Howgego

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

12.63 **Public Forum** – Mr Smith opened this forum to explain the new agenda item and distributed an excerpt from the Standing Orders then opened the session to the public. With no questions arising Mr Smith went on to explain a misunderstanding on the response made to the wind turbine planning application by the PC to SCDC. The PC were informed that the response had not been fair or just and the land had been given by the applicant in good faith. The PC had already sent a letter of apology and made a further public apology directly to the applicant.

12.64 **It was resolved the minutes of meetings held on 22nd October 2012 were an accurate record of that meeting.**

12.65 **Matters arising –**

- a. Otley Traffic Group - Following email from T Buckingham regarding withdrawal of support for fixed VAS signs, Clerk to obtain further information and clarify. **It was resolved that the PC donate £50 towards signage for 'drive at 25 campaign'.**
- b. Repair to the War Memorial – Clerk to send a letter of thanks to Mr Ellis following his generous gesture to repair the war memorial at no cost.
- c. **It was resolved that summons on Councillors for the agenda for a meeting, confirming date, time and place be electronically served where possible.**

12.66 **Finance –**

- a. **It was resolved to authorise cheques for signature –**
 - £18.00 – Easton & Otley College (copying charges)
 - £30.00 – SALC standing order training session
 - £24.00 – SALC website training course
 - £63.00 – Otley Community Council hire of village hall
- b. To receive and approve payments since last meeting – none
- c. To receive the financial report from the RFO including balances at bank –
A bank reconciliation for year to date was handed to each councillor, showing bank balances and future payments :

Community Account	£ 412.88
Instant Saver Account	£ 5,706.85
Potential year end balance	£ 5,276.73
- d. **It was resolved to accept the budget for 2013/14 –** Councillors were given a copy of the proposed budget. With running costs projected to be +£358 to current precept the PC were advised that a raise in the precept may be required next year; particularly if the P3 grass cutting payment discontinues.
- e. **It was resolved to maintain the precept for 2013/14 at £4,000.**
- f. Meeting dates for 2013/14 were accepted by all Councillors.
- g. Clerk to update the standing orders and distribute for approval in the New Year.
- h. **It was resolved that item 3.4 of the Financial Regulations show an increase in urgent costs repair, replacement or other work to a new limit of £1,000.** An updated copy to be distributed to all Councillors.
- i. The Risk Assessment is still relevant and up to date and should be distributed to all Councillors in the New Year.
- j. **It was resolved to authorise Heelis & Lodge as the internal auditors for 2012/13.**
- k. **It was resolved to authorise the use of Clerks own credit card for purchases of items such as ink and paper from high street and internet stores to permit the reclamation of VAT.**

12.67 **Planning Matters -**

- a. To receive planning decisions –
 - Installation of wind turbine at land NW of Poultry Farm – refused
 - The Old Barn, Wood Farm – change of use to holiday accommodation – approved
 - Tithe Barn, Hall Lane – erection of side pool room extension – approved
- b. To consider the following planning applications-
 - Pear Tree Farm – construction of wildlife pond – no objections
- c. To discuss the consultation documents received for off-shore wind farm East Anglia 3 & 4 – Cllr Bellfield informed the PC that the cabling route for this is generally acceptable with the exception of the villages Great Bealings and Little Bealings and the construction traffic will only affect Playford and Grundisburgh. With this information Otley PC have no further comments to make to the Planning Inspectorate.
- d. Cllr Bellfield also advised the PC he has looked at the Sizewell C pre-application documents and summarised with regards the park and ride and lorry parks.
- e. **It was resolved that Planning Applications are to be circulated more swiftly to allow the Clerk to form a response to be circulated to the planning sub-committee prior to any SCDC response deadline.**

12.68 **Highways**

- a. It was brought to the PC's attention that the footpath between the village hall and Baptist Chapel has been heavy with leaves and slippery in current weather conditions.
- b. It was brought to the PC's attention that the footpath between Mautby House and Moselle on Church Road was in poor condition but upon inspection it was not found to be in need of repair.
- c. It was requested the PC make a comment to SCC regarding the amount of leaves and the dangers posed to the public.

12.69 **Rights of Way** – nothing to report

12.70 **To receive the Police Report** – PC Debbie Howgego gave her apologies but sent a report. There have been 4 reported crimes since our last meeting on 22nd October. 2 thefts and 1 attempted theft of fuel from several coaches and 1 Malicious Communications with an investigation still on going. In comparison Wickham Market 6, Rendlesham 5, Melton 4 Woodbridge 51. Current police priority is to tackle anti-social behaviour and vehicle nuisance in Wickham Market, Tackle speeding in Chillesford and to tackle anti-social behaviour in Woodbridge. The next community panel meeting will be held on Wednesday 6th February 2013 at 7pm in Lindos Centre, Saddlemakers Lane, Melton. The mobile police station will next be at Otley on Wednesday 12th December between 1.30-3pm. The latest figures of ASB incidents on the east of the county shows a reduction of 1,403 fewer events to date this year than same time last year. There will be a coffee and crime reduction event at the village hall in Wickham Market on Saturday 15th December 10-12am.

12.71 **To receive the District & County Councillor's report –**

SCC – Cllr Bellfield informed the PC that SCC were looking to appoint a subsidiary of Balfour Beatty to maintain the highways although they will still report to the Highways Team. SCC will also be devolving the grass cutting to the District Council and Peter was very pleased to report that SCC has been shortlisted for the most improved council in the country. The PC congratulated Peter on this achievement.

SCDC – Cllr Bellfield updated the PC that Woodbridge Town Council is not happy with the proposed move of the Tourist Information office to the Library.

Cllr Bellfield had spoken for both the PC and the Applicant of the wind turbine planning application at the recent sub-committee meeting. Following the refusal of the application Cllr Bellfield has spoken to the applicant to suggest he contact the Trustees of Otley College again to open the possibility of using this site.

Cllr Bellfield confirmed that he will help towards the cost of the 'unsuitable for HGV' signage along Charity Lane from the Quality of Life budget and ended his report by wishing everyone a Happy Christmas and New Year.

12.72 **To receive the Community Council Report** – No report received.

12.73 **Matters to be brought to the attention of the Council**

- a. Letter received from MAGPAS requesting support – PC unable to provide support at this time.
- b. Clerk confirmed to SCDC no amendments to Parish Schedule for Outdoor Play space in Otley. Community Council would like the play area behind Newlands refurbished and the Bowls Club to be informed. Clerk to contact David Lawrence, new Principle at Easton & Otley College to inform him of monies available to open facilities of college to village.

- c. Correspondence was received from Mr T Barrett regarding the wind turbine planning application, via email and letter. The PC responded to Mr Barrett via the same and agreed that no further response was deemed necessary.
- d. Correspondence for information – was available for inspection at the meeting and circulated afterwards and councillors informed the Sizewell C documentation needs to be brought to the next meeting for discussion.

12.74 **Councillors' reports and items for future agenda** – Mr Smith, Chairman, informed the council of his intention to stand down from the Council at the end of the financial year. Mr R Ling thanked him for all his hard work over this last, difficult year, and the PC agreed they would be sorry to lose him.

12.75 **Date of next meeting** – Monday 14th January at 7.30pm in the Village Hall.

With no further matters to discuss the meeting closed at 8.56pm.