

OTLEY PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday 20th January 2025. This meeting was held in Otley Village Hall (Back Room).

Present:

Clerk: Mrs Mary Hunt (Clerk & RFO)
Chairperson: Mr Anthony Ling (AL)
Mr Gavin Grant: (GG)
Mrs Emma Flint: (EF)
Mr Miles Ellis: (ME)
Mr Martin Hunt (MH)
Mrs Claire Gasson (CG)
Mrs Abigail Lord (ABL)
Mr Mike Bowers (MB)

Meeting started at 7.30pm

AGENDA

- 1.) Chairman's Welcome, Apologies and Approval of Absences – None
- 2.) To receive Declarations of Interest and Consider requests for Dispensations – AL declared an interest in Item 8 Finance b) Invoice from C Ling and Son for Newlands Grass Cutting
- 3.) Public Forum (For any matters on the Agenda)
- 4.) To resolve that the minutes of the Parish Council Meeting held on Monday 18th November 2024 are a true and correct record. Proposed by GG and Seconded by EF
- 5.) To receive reports from Elaine Bryce (EB) County Councillor & District Councillor Dan Clery (DC) Which were circulated prior to this meeting.

6.) MATTERS ARISING – To receive progress on the following -

a) Neighbourhood Plan – Has now been submitted to East Suffolk Council on 19th December 2024. GG emailed ESC today to ask for an update, received a reply to say it is being looked at, which comes under Regulation 15 to check all is in place before the next phase which is Regulation 16 Consultation, which East Suffolk Council will arrange.

b) Sport and Play Fund – AL gave an update regarding this project. Quotes have been obtained, hoping to discuss these at the next Community Council Meeting which is due later in the month. As previously minuted the plan is to use this money towards the complete resurfacing of the car park, Gym Equipment, Inclusive roundabout for wheelchair users / disabled can use. A slide added to the big climbing frame and take away the parallel bars and maybe a see-saw. A lawn mower for the bowls club is also in consideration. Once a general agreement has been reached the next step will be to put out a simple survey for the villagers to complete online or on Facebook. The funds for this project still stand at around £60,000. Clerk recently made contact to ask if any interest had been added and is awaiting to hear back. AL has also arranged for an independent safety inspection for the play equipment.

DG arrived at 7.35pm and gave the highlights from his report Item 5 – The main topic to be discussed was Devolution which the County seem to wish to pursue, they have applied to have the County Council Election in May cancelled so they can move into discussions about devolution. A decision regarding the cancelling of these elections will be made by the end of the month. It was discussed as to whether it was felt it would be better to have a single unitary authority, it was generally felt not to be the case as District Councils cover a smaller area, they get to know their Parish Councils and have more of a local level as well as a link with the local communities. Under a single unitary authority small villages, rural communities could get forgotten.

ABL arrived at 7.40pm

Other item also discussed while DC was present was Item 7a planning application from Otley Cottage DC/24/4253/FUL Otley College Of Agriculture And Horticulture Charity Lane Otley Suffolk. Proposal: HGV training facility for Otley College for HGV's up to 18.75m. The Parish Council have objected to this application. It was felt the application was very limited with regard to information and the scope of the project, concerns are around what it could lead to in the future, what looks like a couple of parking bays for two lorries on a road that has a sign saying its unsuitable for lorries, although its is noted that while there is an unsuitable for lorries sign at Bonds Corner the one that was at the Otley end appears to have disappeared. There is also the question of why one is needed at the coll3ge when there is a HGV training area at Debach. DC suggested that it maybe worth contacting the college to express our concerns and ask if they could tell us more about what they are planning. Something to consider. Concerns continue to be the same as the objections that the Parish Council have submitted

- 1) No indication of what the proposed new HGV facility means in terms of number of vehicles the project would involve? Where will vehicles park, how many people would be on each course, how often will courses take place?
- 2) Will the HGV vehicles drive on adjacent / village roads whilst training and if so which ones and when?
- 4) Where will the students practise? Will they need to park up between classes, where will they park up?
- 5) Has any feasibility study been carried out to establish if the roads will be able to cope with the additional traffic that will occur as a result of this project.

6) The whole application is focused on a localised turning splay and drive through area for these large vehicles without any acknowledgement of a bigger conversation such as the impact of this course, increase in traffic, roads too narrow, noise and pollution which would be detrimental to neighbours and local environment as well as the road is signed as unsuitable for HGV vehicles. These comments and concerns have been shared with District Councillor Colin Hedgley who is on the planning committee, he was unable to attend tonight's meeting but asked that if we have any further questions about the matter to let him know. Clerk to email him, copying in DC to confirm we continue to have questions and concerns about this planning application, including junction with the B1078 has poor viability for lorries turning, risk of accidents occurring, local road network just not suitable for this project etc.

DC left the meeting at 7.50pm

c) Village Hall Roof / Grants - At the last meeting it was discussed that the Parish Council would consider using the CIL money it has available towards the cost of replacing the Village Hall roof. Clerk has contacted the CIL Department to check whether we can use the money for this project, They have confirmed in an email that this would be an appropriate use of this money.

The Village Hall roof is leaking and in a precarious state, so needs to be done. AL has obtained quotes, the ones being considered are Eastern Demolition to remove of the old asbestos roof is £10,010 plus VAT. Roofing company have quoted for a new roof £41,800 plus VAT within that is a £3,000 contingency for any unforeseen problems. The two companies would work together, they come recommended by Crowfield Village Hall who had them do their roof.

It was agreed that the Community Council would be approached to pay for the removal and disposal of the existing roof / asbestos and the Parish Council would pay for the supply and insulation of the new roof, down pipes and guttering.

As the owners of the Village Hall the Community Council will also look to apply for some grant funding.

The Parish Council will be spending all of our CIL money which is presently £38,747 with another circa £1,800 due in April 2025 giving a total of approx £40,547.

An agreement was reached in principle that the PC would spend all of their available CIL monies on new roof Proposed by GG and Seconded by ABL,

AL will send round to Councillors the agreed quote for the removal of the asbestos and new roof.

d) Dog Bin along Helmingham Road – Following agreement at the last meeting to have a dog bin at this location. Clerk has contacted East Suffolk Council and the matter is in hand. Thank you to ABL for looking out literature to remind people about the appropriate use of dog bins at both this location and the other around the village.

e) Old Map of Village – The map has been taken to the Frazer Gallery in Woodbridge and is being framed. CG will arrange to collect it once the work is completed.

f) Grit Bin on Otley Hill – Highways have advised that it is the responsibility of the Parish Council to empty and remove damaged Grit Bins they will just refill. Parish Council are happy to purchase a new grit bin. Clerk has emailed Highways copying in County Councillor, both District Councillors and Mr Paul West Cabinet Minister for Highways and Flooding to ask if on this occasion would Highways remove the damaged Grit Bin on Otley Hill due to it being in a precarious position. It is felt that considering Health and Safety it would not be appropriate for Volunteers to be accessing the live Highway to remove this bin. As yet no response has been received. Clerk to follow up.

7. OTHER MATTERS -

a.) HGV Training Centre at Otley College – See above discussed under item 5.

b.) Deer Sign - Prior to this meeting the clerk contacted the Community Liaison Engineer to ask about having some deer signs at Otley Bottoms. They replied to say, as well as evidence of deer crossing at this location the cost for such signs would be between £1,500 to £2,000 following a discussion it was felt that the Parish Council could not afford this cost, but would it be possible to have some temporary signs as have been seen elsewhere in the County. Clerk to go make this request.

c.) Grass Cutting Scheme – The map and schedule had been circulated to the Councillors prior to this meeting It was agreed that the present schedule should remain but could the Parish Council ask that E422/064/0 which is only cut up to the west be cut up just past Wood Farm.

8.) Finance – To Authorise BACS payments, acknowledge any receipts received and payment made since last meeting.

a) To agree Clerks Salary for November & December 2024 = 22 hours at agreed rate = £286.00 Proposed MB and GG

b) To agree Invoice from C Ling and Son for Newlands Grass Cutting = £120 Proposed ME and CG

c) Appointment of Auditor from SALC – Proposed ABL and Seconded ME

Since the last meeting the following payments have been made

Clerks Salary for September & October 2024 = £344.50

Payment to J Ellis for Repair of War Memorial = £85.00

Hire of Village Hall March to September 2024 = £87.50

Community Suffolk Action payment for email system = £288

Payment to Frazer Gallery for Framing of Old Village Map = £220.00

Payment to SALC for Planning Training for ME = £84.00 including VAT

Other Payment made -

Annual payment for Newlands Licence = £57.56

Annual payment for ICO = £35.00

Precept of £6,200 for 2025/26 has been requested.

To be advised of Bank Balances for the Parish Council Accounts – To be confirmed at the meeting.

Community Account - £722.76

Business Account - £46,420.19

Budget Variances for January 2025 were also presented at this meeting.

Council Councillor EB arrived at 8.35pm

EB report was circulated prior to this meeting. The main area of discussion was Devolution, EB gave a short presentation of what is proposed regarding this matter. Things that are being considered are boundary changes, New Unitaries, Suffolk and Norfolk combine with a Mayor over the two counties. More details to follow by end of January 2025.

Grit Bin on Otley Hill, Clerk to email EB with Parish Council requests to Highways for them to follow up.

EB was also asked about the Otley College HGV site, their understanding / how it has been explained to them is that training will take place on site and will have a minimal effect on the Community.

EB left the meeting at 9.05pm

9.) PLANNING MATTERS**DC/24/2635/FUL**

Address: 2 Little Meadows Drive Otley Ipswich Suffolk IP6 9NW

Proposal: Erect Pvcu Replica Roof Extensions to front sides and rear of property. Following a site visit by one of the Councillors, the Parish Council requested a site visit by East Suffolk Council and for consideration for the application to be referred to the Planning Committee. The Parish Council submitted an Objection to this application. **Awaiting Decision.** It is noted that this property is now up for sale, the clerk has emailed planning to ask for an update regarding this planning application.

DC/24/4138/FUL

Address: Hall Farm Hall Lane Otley Ipswich Suffolk IP6 9PA

Proposal: Extension and alterations to dwelling, including creation of Sun Room, new lounge, first floor bedroom and extension to utility room. The Parish Council submitted a No Objection to this application. **Application Permitted 16th January 2025.**

DC/24/3869/ FUL

Address: Hall Farm Hall Lane Otley Ipswich Suffolk IP6 9PA

Proposal: Application for extension to existing offices to gain extra office room. The Parish Council submitted a No Objection to this application. **Application Permitted 15th January 2025.**

DC/24/4147/LBC

Address: White Horse Farm Chapel Road Otley Ipswich Suffolk IP6 9NU

Proposal: Listed Building Consent - Removal of chimney erected in the early 1960s. The Parish Council submitted a No Objection to this application. **Application Permitted 17th January 2025**

DC/24/4477/FUL

Address: 7 Millers Way Otley Ipswich Suffolk IP6 9HF

Proposal: Single storey rear extension. The Parish Council submitted a No Objection to this application. **Awaiting Decision.**

DC/24/4253/FUL

Address: Otley College Of Agriculture And Horticulture Charity Lane Otley Suffolk

Proposal: HGV training facility for Otley College for HGV's up to 18.75m. The Parish Council have Objected to this application. **Awaiting Decision.**

10) HIGHWAYS MATTERS – Grit bin and deer sign discussed earlier in the meeting.**11.) RIGHTS OF WAY / FOOTPATHS -**

Your report reference number is: 00497105

OTLEY BOTTOM, OTLEY reported on 21/11/2024 – On behalf of Otley Parish Council we have recently had reports of Muntjac & Fallow Deer coming across/ jumping out onto the road near Otley Hill / Bottoms resulting in sadly a couple being knocked down. Please advise if possible to have DEER CROSSING sign put up or what the procedure is. See item 7b

Your report reference number is: 00500481

ROAD FROM GIBRALTAR ROAD TO SWILLAND ROAD, OTLEY reported on 20/12/2024 Otley Parish Council report that a 40mph repeater sign has fallen off it's bracket and was in the ditch.

Your report reference number is: 00500482

SWILLAND ROAD, OTLEY reported on 20/12/2024 Otley Parish Council report the this post has both it's 40mph repeater signs missing.

Your report reference number is: 00500483

CHAPEL ROAD, OTLEY reported on 20/12/2024 Otley Parish Council report the No Stopping sign has been bent over by an unknown vehicle. Also the narrow footpath that it is sighted on prevents parents passing it who have pushchairs. Can the sign be moved up against the school hedge to the benefit of everyone.

12.) SPEED WATCH & SID RESULTS – No speed watch results to report this time. MH reported the SID results the average speed people are driving continues to be around 34 mph. The Main SID has been moved to up Helmingham Road coming into the village. The old Sid has now been put up next to pub monitoring cars going out of the village.

13.) COMMUNITY COUNCIL REPORT – Nothing to report, they are due to have a meeting later in the month.

14.) COUNCILLORS REPORTS & ITEMS FOR FUTURE AGENDAS

At the next meeting policies will need to be reviewed and agreed. They will be circulated two weeks before the meeting to give Councillors time to read them, asked any questions / queries.

Date of next meeting Monday 17th March 2025 at 7.30pm Back Room

Meeting finished at 9.20pm