

OTLEY PARISH COUNCIL

APPROVED Minutes of the Parish Council Meeting held on Monday 24th January 2022.

The meeting was held in Otley Village Hall following Government guidelines in relation to Covid 19 rules and regulations.

Present:

Clerk: Mrs Mary Hunt (Clerk)

Chairman: Mr Anthony Ling (AL)

Councillors: Mr Martin Liddell (ML) Mrs Susan Montgomery formally Courtney (SM) Mrs Sandra Grant (SG) Mr Martin Hunt (MH) Mrs Jayne Vaughan (JV)

Mr Mike Bowers to be co-opted as a Parish Councillor.

District Councillor Tony Fryatt (TF)

County Councillor Elaine Bryce (EB)

Amanda Marks (AM) Tree Warden to give update on projects they are involved in.

A member of the public was also present.

The Meeting opened at 7.30pm

22.001. Item 1 Chairman's Welcome and Apologies for Absence - Apologies have been received from Abigail Lord (ABL)

22.002. Item 2 Declarations of interest to items on agenda - Electronic Register of interest has been updated.

County Councillors Report

Councillor EB requested that they give their report earlier than planned on the agenda as they have another meeting to attend. Full details of their report can be found on the Parish Council Website. A discussion about the continued length of time the roadworks and traffic lights at Otley bottoms B1078 have been in place, the lack of progress on any works being done and whether Suffolk County Council have applied for a permit to carry out the works. EB advised that they are continuing on almost a daily basis to lobby both the leader of the Council and Cabinet Member in an attempt to get some answers in an attempt to move the situation forward. They will keep us updated of any progress. On behalf of the Parish Council AL thanked EB for all her efforts regarding this matter. EB Left the meeting at 7.50pm

22.003. Item 3 Public Forum - (for any matters on the agenda) - None

3a) To co-opt Mr Mike Bowers as a Parish Councillor (MB) - Proposed by JV Seconded by ML

3b) (AM) Tree Warden gave an update on progress of tree planting and the website being created. Using her laptop the councillors were shown progress made since last meeting. It illustrated species trees, plants, wildlife, and gardens. Interview with the local farmer. A section about Otley nature related facts and the positivity of nature within Otley. AM also suggested that business and clubs could be included, but this was optional and only an idea. The site is not yet live it is hoped that it will be within the next month or so. Requires a final check through by the Parish Council before doing so.

3c) Discuss & agree where to plant the Parish Council's Treebillee Tree for the Queens 70 year reign -

St Mary's Church are planning to plant seven oak trees in the church yard and some are also being planted on other areas of the village, along with hedging and saplings. It was suggested that the

green areas near where the community parking / entrance onto Millers Way could be considered as a place to plant said tree. It was acknowledged that someone would have to look after it for the first year which is a big commitment. AM was asked if they would mind having a look at the area to see if it was a suitable place for planting and the Clerk to write to Laurence Homes to ask if they would agree to a tree being planted in or around this area. AM left the meeting at 7.55pm.

22.004. Item 4 Minutes of the Parish Council Meeting held on 15^h November 2021 Its was **resolved** that the minutes of the meeting circulated to all members, be signed as a correct record.

22.010. Item 10 to Receive Tony Fryatt TF District Councillors Report for January 2022 was brought forward on the agenda. Full details of their report can be found on the Parish Council Website. They wish to highlight that despite considerable effort and objection from Grundisburgh Parish Council and most of the Village, the Appeal Inspector has made their report and found in favour of the proposed development of the Chapel Field site. The next course of action would be to apply for a Judicial Review, this would be extremely expensive. TF left the meeting at 8pm.

22.005. Item 5 Matters Arising -

5a) Neighbourhood Plan – Update from last meeting – Thank you for comments received, any more comments may still take a couple of weeks to finalise and complete.

5b) Electric car points – Update from last meeting – ABL e-mailed the Clerk with the name of the person she spoke to several months ago, Peter Frost can be contacted on <https://www.greensuffolk.org/plug-in-suffolk/> She was to contact him and give him Parish Council email address – Await contact and carry forward to next meeting.

5c) Country Code of Conduct Poster – Progress of Distribution of the poster – There have been difficulties finding a local firm to do the Re-prographics for the countryside leaflet. A discussion took place regarding this matter, and after consideration it was agreed that some copies of the poster could be printed out and put up on the two notice boards in the Village and for the new estate, as well as advertised on Facebook and Parish Council Website.

5d) Defibrillator – Update regarding distribution of posters – Along with the Posters that are already up, there is now one, up on the notice board at Newlands, two at the church, one on the notice board the other inside the porch.

5e) The Defibrillator is now also registered on The Circuit, the national defibrillator network which is also connected to East of England Ambulance Service, as well as with still being registered with Community Heartbeat. MB asked about Community Responders in the village. We do not have any at this time, someone from the Doctors Surgery was going to come & talk to the village about this, but due to Covid it did not take place. MB offered to find out some further details about his scheme.

22.006. Item 6 Finance -

6a) To authorise BACS payments and receive the approve payments since last meeting - Approval of Precept for 2022/23 request following on from additional information provided by East Suffolk Council and the Council Tax base, submission to be made by 28th January 2022. Following a discussion as to whether the Parish Council should request 0%, 1% or 2% increase in Precept, following a vote **it was resolved** to request 2%.

6b) Following recent meeting of the Finance Committee Approval of the budget for 2022/23. In view of the fact that the council had voted on an increase in Precept, budget for 2022/23 would have to be adjusted to reflect this and re-presented at the March meeting.

6c) Appointment of internal Auditor for 2022. In view of the fact that the previous Auditor has now retired a proposal to approach SALC to carry out Internal Auditor. Clerk presented cost of this which will be £161.00 excl VAT. Proposed JV Seconded SM

6d) **It was resolved to authorise the following payment** - Cost of clerk training Modules 1,2,& 3 @ cost of £25 each Module = £75 + Vat. Proposed SG Seconded SM

6e) Previous Clerks Salary September / October 2021 = Information not available at this time. Present Clerks Salary November / December 2021= £ 186.88 plus Clerks Reimbursement = £18 for spare set of keys for the notice board and postage =£4.12 Total = £209. Proposed JV Seconded SG

6f) Since last meeting the following payments have been made, materials for Wreath £7.00 paid out of Section 142 monies and Via BACS ICO Annual Date Protection Payment of £35. To receive the financial report / bank balances for Parish Council Accounts - Business Account = £9,479.30 Community Account = £1,182.77

Clerk asked if Council would agree to the purchase of the book Local Council Administration by Charles Arnold-Baker to assist them in their role. Cost of this book is £149.99 but if obtained through SALC there is a 20% discount. Proposed SG Seconded JV

Cost of Grass Cutting for 2022 = Clerk has spoken with RC Contracts Robert Carlton who advises that he has to increase his prices by 5% this year, the quote to do two cuts for 2022 will be £1,801. 23p Proposed MH Seconded SM.

22.007. Item 7 Planning -

7.a) To receive planning decisions.

Ref no: DC/21/3806/FUL

Address: Wood Farm, Helmingham Road, Otley Suffolk IP6 9NS

Proposal: Conversion of a redundant building to two semi-detached dwellings

The Parish Council submitted a response of objecting to this application.

Awaiting Decision.

Ref no: DC/21/4525/FUL

Address: East View Church Road, Suffolk IP6 9NP

Proposal: Retrospective Application Retention of single storey rear extension.

The Parish Council submitted a response of no objection to this application.

Application Permitted 16th November 2021.

Ref no: DC/21/4536/FUL

Address: 32 Millers Way, Otley, Ipswich, Suffolk IP6 9HF

Proposal: Balcony of ground floor garden road. Under PD garden room, attic and boot room.

The Parish Council submitted a response of no objection to this application.

Application Permitted 20th December 2021

Ref no: DC/21/5335/FUL

Address: Woodhurst, The Green, Otley, Ipswich, Suffolk, IP6 9BP

Proposal: Construction of one detached dwelling with double garage.

The Parish Council submitted a response of objection to this application.

Application Permitted 27th January 2022

Ref No: DC/21/5450/FUL

Address: The Old Bakery, Helmingham Road, Otley, Ipswich, Suffolk, IP6 9NS.

Proposal: Two Storey rear extension, front entrance porch and associated alterations.
The Parish Council submitted a response of no objections to his application.
Awaiting Decision.

DC/21/5356/LBC

Address: White Horse Farm, Chapel Road, Otley, Ipswich, Suffolk IP6 9NU
Proposal: Listed Building Consent -To replace 4 modern wooden window frames with new frames with slim double glazing units.
The Parish Council submitted a response of no objection to this application.
Application Permitted 22nd February 2022

DC/21/5659/FUL

Address: Mautby House, Church Road, Otley, Ipswich, IP6 9NP.
Proposal: Proposed Balcony.
The Parish Council submitted a response of no objection to this application.
Awaiting Decision.

22.008. Item 8 Highways -

8a) Traffic lights past Otley Bottoms – Members of the public continue to contact the Parish Clerk to complain & request updates regarding the continued length of time these traffic lights have been in place. 4th February will see them having been operational for a full 12 months. Email responses to those who have raised the issue have been responded to. Regular communication between the Parish Council & County Councillor EB is taking place in an attempt to resolve this matter.

8b) Traffic calming near Otley College Referred onto the Community Partnerships Budget for advice and possible funding.

8c) Speeding issue on Vine Road – Site visit from Police liaison has taken place and offered some advice and guidance. They have suggested a letter drop to local residents highlighting the speeds that vehicles enter the close. Consideration to a no turning sign for those using the close for turning and a slow sign Children Playing. After a discussion Council agreed to approach Highways Department to request a slow Children Playing sign.

22.009. Item 9 Rights of Way -

Ref 00342793 Chapel Road Large Willow Tree appears dead concerns over structural integrity possibility of branches falling Reported 19/11/21.

Ref 00343259 Footpath 014 Roadside finger-post, rotten and broken off at base. Reported 25/11/21 Works ordered.

Ref 00345456 Severe surface damage from possible wheeled vehicle. Reported 17/12/21.

Ref 00344002 Footpath 061 Steps down into field damaged, requires netting or other non slip surface. Reported 5/12/21 Works ordered, advised on 21/12/21 steps to be removed and replaced by a bridge to span the ditch / dip to allow easier access.

Ref 00344003 Footpath 058 South end of bridge has ben raised on an earth mound which has a very steep slope and extremely slippery. Advised on 21/12/21 Works ordered.

A resident of the village has expressed to one of the Councillors a thank you to the Council for the work they have done in arranging repairs to the footpaths.

Another member of the public has expressed concerns regarding a recent traffic survey on Ipswich Road between Greenway's and Wheelwrights site. Purpose of survey to measure speed between the two ? Or for a vehicular access. We understand that the Greenway's property has been sold. Does the Parish Council know if Suffolk County Council have agreed to anything. We have not been

informed of any planning developments. There is nothing we can do at this stage, but wait to see if an application is made

22.011. Item 11. To receive Police Statistics from Suffolk Police website/ WSNT Priorities.

In October 2021 At the College there were six cases of Violence and Sexual offences. Pearl Close one report of violence and crime and one of Violence and Sexual offences. Newlands one report of Violence and Crime and one of another crime.

In November 2021 Report of a Burglary near St Mary's Church. Newlands one report of violence and sexual offences, and one of Anti social behaviour. Pearl Close two reports of violence and sexual offences, and Little Meadows one report of violence and sexual offences. (Between these periods 16 incidence of crime.

22.012 Item 12. Speed Watch Results - None

22.013 Item 13. To receive Community Council Report. - The Village Hall kitchen is to have a dishwasher, the refurbishment of the bar area is to commence shortly and will include a glass washer. There is a meeting tomorrow night Tuesday 25th January at 7.30pm at the pub to discuss plans for celebrating the Platinum Jubilee.

22.014 Item 14. Matters to be brought to the attention of the Council Standing Orders and Financial Regulation to be approved at next meeting. Clerk to update and e-mail out prior to next meeting.

14a) The Parish Council has received a thank you from the Baptist Chapel for monies they received.

22.015 Item 15. Councillors reports & items for future agendas.

Discussions for future agendas.

Consideration to the purchase of a couple of benches to commemorate the Platinum Jubilee and where to place them, suggestion Millers Way / St Mary's Close, once costs have been obtained for this project, to approach Laurence Homes to ask if they have any objections to said benches being erected somewhere on the Estate.

Parish Council Website for Councillors to decide what they want on the site and if there is anything that needs removing.

Meeting closed on 9.15pm

Future meeting dates

14th March 2022.

16th May 2022 APM AGM.

11th July 2022

12th September 2022 Maybe using the Back Room.

14th November 2022 Maybe using the Back Room.