

OTLEY PARISH COUNCIL

Minutes of Parish Council Meeting held on Monday 12th September 2016

Present:

Clerk: Mrs V Osborne

Chair: Mr A Ling

Councillors: Mrs I Lincoln, Mr R Ling, Mr D hook, Mrs S Grant, Mr M Liddell

The meeting opened at 7.32pm

16.049 Apologies for absence – Mrs J Vaughan, Mr P Whiffing, Mrs R Green, Mr T Barrett, Mrs A Lord

16.050 Declarations of interest to items on agenda – none received.

16.051 Public Forum – there were no members of the public in attendance.

16.052 Minutes of meeting held on 11th July 2016 – it was resolved that the minutes of the meeting circulated to all members, be signed as a correct record. All in favour.

16.053 County Councillor's Report – the item was brought forward on the agenda to allow Cllr R Vickery to also attend Grundisburgh PC meeting. Clerk to provide him with a list of future meeting dates.

Cllr Vickery told the parish council that he'd had a meeting with Highways on 23rd August regarding a reduction in speed limit in the Gibraltar Crossroads area. With little success with this department he approached Dr Dan Poulter who is very supportive and will write a letter to SCC. Cllr Vickery informed the meeting that within the Highways team, Tony Buckingham is on long term sick leave and Derek Oldham and David Chenery each have imminent holidays so there may well be a backlog with any issues raised.

The PC confirmed to Cllr Vickery that the request had been made to reduce the speed limit from Otley College to the junction of the B1079 from 40 to 30. Cllr Vickery suggested that we prioritise the Gibraltar Crossroads issue first, given the problems Highways department currently has.

Cllr Vickery is attending a meeting at the end of September regarding a reduction of MPs and therefore there may be boundary changes. He is not expecting drastic changes in this District but will know more and report back shortly.

Cllr Vickery handed out a copy of his notes covering the Devolution proposal across Norfolk and Suffolk, Raising the Bar community Fund Grants covering complementary learning in the education of children, and the 'Adopt a Post Office' scheme which is a trial set up by Suffolk Trading Standards and Suffolk Police regarding the sharing of information regarding mail and internet scams.

Cllr Robin Vickery then left the meeting at 7.45pm to attend Grundisburgh PC meeting.

16.054 Matters arising –

- a) Mr D Hook informed the meeting that the speed camera battery was lasting about 1 week, could be down to the amount of traffic and the increased use thereof. Mr D Hook has the camera back working and although there is a rota in place, he has volunteered to be solely

responsible for re-positioning. He requested all Councillors inform him if the camera doesn't appear to be working. Mrs I Lincoln will be the liaison with Mr T Barrett. Clerk to give Highways a gentle reminder regarding the additional signage for these camera posts; which were included within the initial quotation (and already paid for).

- b) Mr R Ling gave an update on the positioning of the defibrillator with the community council agreeing to its use on the village hall. The costs of purchase vary between £1,400 - £2,200 and there would need to be a budget for replacement parts and running costs. Mr R Ling will contact the British Heart Foundation and arrange their attendance at the next PC meeting.
- c) Mr A Ling reminded all councillors to update the Register of Interest and that anyone unable to access the site should contact SCDC directly.

16.054 Finance –

- a) **It was resolved** to authorise cheques for signature: Otley Primary School Donation £170, Robert Carlton contracts £1,475.11. All payments of cheques approved. Proposed Mrs I Lincoln and seconded by Mrs S Grant.
- b) **To receive and approve payments since last meeting:** clerks salary £68.90 Clerks expenses £39.50. Proposed Mr R Ling and seconded Mrs I Lincoln.
Mrs I Lincoln submitted an invoice for £25.00 (flowers) and Mr A Ling submitted an invoice for £100 (flower show trophy). These additional payments were approved. Proposed Mr D Hook and seconded Mr R Ling. Clerk to arrange cheques to cover payment.
- c) **To receive the Financial Report from the RFO included balances at bank –**
Balances are as follows :

Community C/Acc	£322.39	CR
Business Premium A/C	£9,283.82	CR

Clerk will be transferring money between accounts to cover cheques and up-coming standing orders in October. The clerk is expecting a quotation for insurance and will notify the PC of premiums. Clerk will proceed and claim P3 money from SCC.

- d) **To approve and accept the end of year report from BDO –** a copy of the report was made available to all councillors and with no matters arising this was approved and accepted by all councillors.
- e) A copy of the account reconciliation was handed out to each councillor.

16.055 Planning –

- a) **To receive planning decisions:**
DC16/1157/ARM Hillview, Church Road. Proposal: Approval of Reserved Matters of **DC13/3229/OUT**. Application Permitted. Mr A Ling read the planning decision letter received and noted that the site cannot be occupied until all building works are completed. It was also noted the applicant was reminded about landscaping and that approval will need to be sought on drainage matters.
DC16/2458/FUL The Knowle, Church Road. Proposal: domestic equestrian 40 x 20 menage and hard standing area. Application permitted.
DC16/2647/FUL Willowmead, Otley Bottom. Proposal: change of use of existing visitor centre/shop to dwelling. Clerk had received an email from Mrs Denny thanking the PC for their help with this application. Application permitted.
DC16/2747/FUL Pippins, Vine Road, Otley. Proposal: car port. Application permitted.
DC16/3227/FUL Mulberry House, The Green, Otley. Proposal for 2 storey side and rear extension and proposed first floor front extension. Pending consideration.
- b) **To consider the following planning applications :** none to consider.

- c) To clarify the responses to SCDC in relation to planning applications. Clerk is to respond 'no objections' as necessary, unless directed by the PC to 'fully support'.

16.056 Highways -

- a) Clerk is in contact with Mark Chisholm, who is looking into whether the redundant telegraph pole outside Swiss Farm could be removed.
- b) Clerk awaits a response regarding the road closure in June, which shut Church Road without warning.
- c) The discussion of a reduction in speed limit along the B1078 had been discussed earlier in the agenda.
- d) Clerk to report collapsed drain just before church.
- e) Mr R Ling raised the number of pot holes along Ipswich Road which need Highways attention.
- f) Highways replaced a sign post pole opp Clopton Green Road but have never re-instated the signage. Mr D Hook to investigate whether it could be used for the mobile camera. If not, clerk to chase new signage for 'Clopton Green'.

16.056 Rights of Way –

- a) Clerk has uploaded a footpath map on the website. Mr M Liddell provided new copies of footpath maps and these were circulated to all councillors. Clerk to file a copy.
- b) Clerk to report broken sleeper bridge at junction of footpaths 52,54,55,69 (near Hubbards).
- c) Clerk to report broken footpath sign at end of Donkeys Ears, Helmingham Road.

16.057 County Councillor's Report -

Cllr Tony Fryatt reported that much of his time has been spent on 'Devolution' discussions. Following the public consultation it showed little support for a Mayor. Cllr Fryatt asked if Otley had considered a Conservation Order to preserve an area of the village; following the success of Bromeswell PC. The PC reported that they had included within the Site Specific Allocation responses to protect the land behind the church from development and as the playing field on Church Road was community council owned there probably weren't any areas to put forward for conservation.

Cllr T Fryatt reported that 9,000 new homes have now been allocated within SCDC and this is above their quota from the Planning Inspector. However, SCDC will probably now need to look at how many homes 'they really do need'. It could be they are expected to provide a total of 18,000 new homes. Cllr Fryatt confirmed that brownfield sites would be given priority and potentially whole, new towns may be expected.

Included within his report was that SCC and SCDC have put £62.5k aside within a Health & Wellbeing Fund, for carers and those with dementia, suffering loneliness and for fitness. The fund opens 1st October. He also reported that there is £6,000 available within his own Community Enabling Budget and the PC asked that he reserve £1,000 towards the village defibrillator scheme. Cllr Tony Fryatt also made the PC aware of Capita Revenue Grants 'exemplar' programme which is capital grants for larger projects.

Mrs S Grant raised funding issues for the new building for Under Fives and the S106 monies which, although the PC was led to believe would come directly to the setting, it is now going direct to SCC for educational purposes. Cllr Fryatt believed the PC should pursue a letter raising the matter. Mrs S Grant to provide Mr M Liddell the architects drawing the pre-school have already acquired in order to initiate discussions.

The PC were made aware of refurbishment works to take place at Deben Leisure Centre, which will mean closure for a year whilst works are undertaken.

Lastly, Cllr Fryatt reported on the Scheme of Delegation which is undergoing review.

Cllr Fryatt left the meeting at 9.00pm to attend other business matters.

16.058 To receive the Community Police Report – There was no report to read out as the police had only provided information on Woodbridge town centre.

16.059 WSNT Priorities Setting Meeting Updates/Speedwatch results – Mrs S Grant informed the meeting the next SNT meeting is Thursday 13th October. Mr A Ling read a report provided by Mr T Barrett of Speedwatch. Generally the roads seem to be quieter over the summer holiday period. There is also a lot of building works in the village so parked vans contribute to slower traffic. The White Hart area of Helmingham Road continues to be busy and fast. In 1 hour there were 125 vehicles, 18% speeding with 7 over 40mph.

16.060 Community council Report – no further reports available. Their next meeting is Monday 19th September and Mrs I Lincoln will attend.

16.061 Matters to be brought to the attention of the Council –

a) Mrs R Green indicated her preference to remain with the current website provider and all councillors approved the payment required. Clerk to make necessary response.

b) Mr R Ling handed a copy of the Emergency Planning Report to councillors for approval. He will email the clerk a copy. Clerk to obtain necessary forms from Electricity company to obtain generators for those elderly or those with medical needs during power cuts.

16.062 Councillors reports and items for future agenda – none received.

16.063 Date of next meeting – Monday 17th October 2016 at 7.30pm Otley Village Hall

With no further matters to discuss the meeting closed at 9.00pm.

Signed Dated