**OTLEY PARISH COUNCIL**

**DRAFT** Minutes of Extraordinary Parish Council Meeting held on Tuesday 19th April 2016

**Present:**

Clerk: Mrs R Green

Chairman: Mr A Ling

Councillors: Mrs I Lincoln, Mr R Ling, Mrs S Grant, Mrs J Vaughan, Mr D Hook, Mrs A Lord, Mr P Whiffing, Mr M Liddell.

**Following the Public Viewing of the Hillview, Church Road, Otley Development Proposal Plans (DC 16/1157/ARM) from 7:30pm. The meeting opened at 8:10pm.**

**15.218 Apologies for absence** – All Councillors present. Apologies from members of the public:   
Mrs C Beaumont, Mr I Beaumont, Mrs J Hall, Mr J Hall, Mr P Senior, Mrs G Senior, Mr M Mew, Mrs S Mew.

**15.219 Declaration of interest to items on the agenda** –None declared.

**15.220 Minutes of Parish Council Meeting held on 14th March 2016** – **it was resolved** that the minutes of the meeting circulated to all members, be signed as a correct record. Approved by all Councillors.

**15.221 Considerations raised so far from Parish Council regards Hillview, Church Road Otley.**Chairman explained the Councillors have been looking at the plans and have identified the following points so far:

**i) The ‘Affordable’ housing** refers to rent not part buy or joint ownership. The proposal is for 35 dwellings 9 of which will be affordable, 26 Private which are split into: 3 x 2 bed, 9 x 3 bed, 8 x 4 bed and 6 x 5 bed.  
**ii) Planting-** there is scope for dense planting on the south, north and a little to the east. Laurence Homes will have conditions that require being met that are in agreement with the County Landscape department. The Parish Council will be requesting to be involved in this. Clerk to arrange.  
**iii) Bee Orchid-** no longer there. If anyone is concerned that it may still exist, Laurence Homes have said it may dug up and replanted.  
**iv) Pond-** The proposed new attenuation pond will assist with drainage holding surface water from the development which will then release into the ditch. This is part of current development strategies. There is a possible need for fencing for safety reasons. The Parish Council will check if this is part of the landscaping proposal.  
**v) Water Pressure-** Anglia Water are obliged to provide suitable pressure for the whole village.  
**vi) B1 Light Industrial Units-** Laurence Homs are going to retain for rent.  
**vii) Street Lighting-** There will be a request for low level modern technology so no light pollution. The layout for lighting comes later.  
**viii) Road Crossing-** unknown what type of crossing at the moment. Highways will be consulted.  
**ix) Demolition-** Laurence Homes had to reapply hence the delay in demolition starting. An anomaly occurred. Various surveys required to take place but couldn’t as current building still there. Once they have had the all clear things will begin. Some of the concrete will stay on site. The Parish Council have asked for this to be carried away exiting the village down towards Otley Bottom. Laurence Homes assure the Parish Council that licensed depots will be used to carry and store material. This includes the asbestos on site too.

**15.222 Public Forum** – **Public Forum opened at 8:20. Chairman invited the public to ask any further questions not already considered.**

**i) Question 1:** Will the B1 units stay as B1 units or go for housing eventually?  
Member of the public was concerned that they would not finish the B1 units and come back at a later date to try to turn into houses. Chairman explained Laurence Homes will be obliged to construct at least 50% of the B1 units before any occupation of the houses can occur.

**ii) Question 2:** Have developers given any money to the village?  
Chairman responded that £150,000.had been secured for the under 5’s. This was ring fenced under section 106. At the time when outline planning permission was going through this was seen as the first need for the village. Member of the public suggested the Village Hall was in need of some TLC. Cllr Mr M Liddell confirmed that the section 106 had been agreed and a bid made that this was unlikely to change now as the calculation had been derived with the education part included.

**iii) Question 3:** How will the school cope with extra children?  
Chairman asked for Chair of Governors to respond. Chair of Governors explained that currently a lot of children come from out of catchment and children within catchment would get priority within the future. Cllr Mr P Whiffing introduced himself and added his knowledge based on his profession within education in his view a development of this size would contain an average of one child in each school year group.

**iv) Question 4:** Would there be the possibility of extending the footpath from Pearl Close down toward the school to cater for additional use along here?  
A member of the public expressed that this stretch of Chapel Road is not too bad to cross. Also it was suggested this part of the road would not be wide enough to create a path. Chairman suggested the new crossing would make it safer to cross in the busier area and further down Chapel Road it is less busy and therefore better and safer to cross.

**v) Question 5:** What about the rest of the field next to the proposed development site?  
Chairman explained the proposed agricultural access is through the B1 site and is not going to be ideal. The land being questioned is not in the current development site for future planning. Laurence Homes do own the land in addition to the old Hubbards location. Chairman believes Mr Haag continues to farm the land. Member of the public questioned the value this land had to Laurence Homes. Chairman said he had been approached by the Church Warden to extend the land belong to the church. Parish Council will be looking into this.

**vi)** Chairman asked if the general consensus was positive. It appeared that the public in attendance were positive about the development being proposed. Nobody openly and out rightly objected within the public forum.

**vii) Question 6:** It appears there are no bungalows could this be swapped for 1 house?  
Chairman responded this was unlikely to change and makes reference to the housing demand survey which backs up what Laurence Homes are proposing. Chairman has carried out research with local estate agents and found properties in a wide price bracket are selling quickly and there is a lack of stock. If current climate remains then the new houses will probably go quickly. Member of the public praised the fact the development was low density which is good.

**viii) Open Space**- Chairman explained that the development did not include a play area; this would encourage the new residents to come out of the development and use facilities at the playing field.

**ix)** Chairman then read post-it note questions left by public during viewing opportunity prior to extraordinary meeting.

**x) Question 7:** Is it worth considering a roundabout?  
 Chairman explained not enough room at the location of Church Road with Chapel Road and also not appropriate for type of road it is. A Member of the public forum expressed concern for traffic still being very fast through the village. Chairman explained the Parish Council are continuing to work on traffic calming through the village. Cllr Mr R Ling added that the camber of the road has tried to be changed in the past but is very difficult to make this happen. Member of the public continued stating that the speed camera checks are not carried out on the bend leading in and out of the village (Church Road, near Vine Cottage). Chairman said this point would be taken back to the Parish Council for future discussion.

**xi) Question 8: Styling-** all look very “samey” and not very interesting.  
 Member of the public who wrote the comment was in the public forum and explained that the new housing development at Wickham Market looks more interesting and the houses are more individual. Parish Council to consider this further.

**xii) Question 9:** Are flats in keeping with the village?  
Chairman stated flats are not typical flats and the proposal is in the form of a house appearance and therefore could be argued either way.

**xiii) Question 10:** There are currently problems with drainage along Church Road how will the new development affect this?   
Chairman stated Laurence Homes are in touch with Anglian Water to ensure sufficient provision is provided. Members of the Public who live along Church Road explained the difficulties previously had of sewage backing up in their garden.

**xiv) Question 11:** What is the possibility or gaining a footpath along Church Road to the pub?  
Chairman explained this had been raised in the past. Cllr Mr M Liddell added the land belong to Highways. Cllr Mr R Ling and Cllr Mrs S Grant stated a request had previously been put in and the cost then was approximately £70, 000. It was a very long queue back then! Clerk to request progress on where Otley is in the queue.

**xv) Question 12:** Who will look after the trees?  
Chairman stated a maintenance company will come in and the owners of the new properties will have to pay towards this.

**xvi) Question 13:** What will the duration of the project be?  
Chairman replied that the demolition should happen fairly soon in order to allow Laurence Homes to do various surveys. Cllr Mr M Liddell supported this reply based on his knowledge of the industry saying there is usually a 4-5 month delay between demolition and actually beginning. Autumn potentially could be the beginning of building then approximately 1 year to build. These were suggestions and not definitive answers.

**xvii)** Chairman then considered emails sent to Parish Council prior to meeting to check for any other points not yet raised.

**xviii)** It has been suggested a footpath through the new development to the current footpath on the north side could be beneficial.

**xix)** Consideration must be given to where trees are positioned. Will they be inside the boundaries of the people living in the houses or outside the boundaries?   
Cllr Mr M Liddell pointed out that the Parish Council would have no control over this. Some of the trees on the south side would create potential screening for houses facing the Church.

**xxi)** Chairman asked for any further questions. There were none. Chairman thanked everyone for coming and stated the Parish Council would now continue the meeting, the public were welcome to stay but their voice would no longer be considered. **The Public Forum closed at 8:55pm and all members of the public departed.**

**15.223 Consideration of Planning Application: Hillview, Church Road, Otley DC/16/1157/ARM**

The Parish Council discussed further the points raised during the public forum and previous emails sent to Parish Council in order to decide what action would be taken next regards responding to the proposal.

**i)Affordable Housing-** There are no opportunities to buy lower cost housing or part ownership. Can the Parish Council influence this?

Under section 106 part of the arrangement to gain the money for the under 5’s new building was that affordable housing would not necessarily be part buy.

Decision made: Contact Housing Association that will be taking the new houses on to see what options are available and try to renegotiate.

Action: Clerk

**ii) How can the affordable houses remain affordable and not become a ‘right to buy’ and gradually become privately owned?**

Decision: When contacting Housing Association raise concern for the above. Ask for explanation of how the affordable housing will be organised and delegated.

Action: Clerk

Chairman reminded Councillors of the criteria for who could potentially qualify for an affordable house. (*Reference Suffolk County Council website, third schedule in relation to Otley*).

**iii) There are no bungalows.** Do the Parish Council request bungalows?

Decision: Unanimous decision that the Parish Council would not ask for bungalows.

**iv) Planting-** Chairman read email from Laurence Homes regards the planting and landscaping. This is yet to be fully decided by Laurence Homes as a separate plan is currently being developed.

Decision: request that Parish Council are consulted on this to ensure suitable planting is carried out. 10m buffer zone on south boundary and planting on northern edge retained. To also request tree preservations on some trees. Also to ensure hedging is appropriate for residents outside development. Find out what the intention is for the attenuation pond regards landscaping. Will it be fenced off or not?

Action: Clerk

**v) Maintaining Planting-** Once in place who will look after the trees/hedging etc..

Parish Council believe this will be a Management Company and the Parish Council will not be responsible for maintenance.

**vi) Open Space-** Parish Council will not be requesting for additional play equipment in order for new residents to be encouraged to use current play equipment located at the Village Hall playing field.

**vii) Car Parking-** Councillors agreed there was insufficient parking.

Decision: Request more parking on open space next to 34 Church Road and less green area. Request parking within B1 units to be accessible to public and divert footpath around this area. Potentially extend parking for B1 units at other end of the light industrial site towards south boundary.

Action: Clerk.

Cllr Mr M Liddell informed councillors that general car parking space is allocated on 1 space per 100 sq ft in commercial areas within Ipswich. Laurence Homes are proposing 6 spaces per unit which is not enough but is more than Ipswich.

**viii) Styling-** Some members of the public feel the design and style of the houses are not very stylish.

Decision: Request a little more interest and individuality.

Action: Clerk/Chairman to contact Laurence Homes.

**ix) B1 units-** Concern for residents living along Church Road and being over looked by B1 units.

Decision: Request velux windows are 1.8 cil and landscaping is suitable.

**x) Street Lighting-** Councillors are also keen to avoid light pollution.

Decision: request low level lighting when Highways plan where street lights will be positioned.

Action: Clerk to contact Highways and find out when this will be happening so Parish Council can be informed and consulted.

**xi) New Farm Access-** Through the industrial units is not appropriate with large farming equipment such as Combine Harvesters etc. Turning will be too tight. B1 units will not want mud and straw everywhere.

Decision: Reinstate previous farm access and go around attenuation pond.

Action: Clerk/Councillors to mark on site map/plan exactly where changes are required and proposed new solution.

**xii) Access for Farm Machinery using current track-** Site Plan of development shows a protrusion in the landscaping along the north side near entrance to Anglian Timber Yard. The protrusion proposed will make it inaccessible for farm machinery to make the additional turn. Track is currently straight and accessible.

Decision: Highlight on a site plan the problem and request a change.

Action: Clerk & Councillors.

**xiii) Additional Footpath through new development-** there is potential to have a public footpath cutting through from the track on north side into the development encouraging local residents to walk through. Councillors agreed this would be a positive way of mixing current residents of Otley with new residents by allowing for the opportunity to have access through. Potential footpath could be alongside plot no. 24 & back of plot no. 21.

Decision: Request footpath alongside plot no. 24 & back of plot 21.

Action: Clerk/Chairman contact Laurence Homes.

**xiv) B1 Units Construction-** Councillors would like to remind Laurence Homes that there must be 50% of B1 Construction before occupation of Houses. Clerk read quote of what B1 units actually are: ‘*Business Offices (other than those that fall within A2) research & development of products and processes, light industry appropriate in a residential area.*’ Businesses will have to apply for planning application for signage to go up. Concern was raised for noise level at weekends.

Decision: remind Laurence Homes of above.

Action: Clerk to check previous documentation regards working at weekends in the B1 units.

**xv) Flats-** Do the Parish Council wish to request lifts for the flats?

Decision: No request to be made.

**xvi) New Road Crossing-**This will be a Highways decision however the Parish Council do not want a speed hump as this will be too noisy when lorries go over it.

Decision: Enquire with Highways to ensure a suitable crossing is obtained and in the correct location.

Action: Clerk to contact Tony Buckingham at Highways to gain further information.

**xvii) Conditions of working times-** usually working hours are 7:30am-5:30pm. Councillors would like this clarified for demolition and construction. If the builders are planning to work weekends push for 8am start. It is unknown who is actually going to carry out the demolition work but they will have the necessary licenses to collect dispose and store material.

Decision: Working hours to be agreed.

Action: Clerk/Chair to contact Laurence Homes and establish work hours and negotiate if necessary.

**15.224 Councillors reports and items for future agenda:**

None received.

**15.225 Date of Next Meeting**

Monday 16th May 2016 (AGM)

With no further matters to discuss, Chairman thanked Councillors and the meeting closed at 10:00pm