**Otley Parish Council**

**Dear Councillor**

There is to be the Parish Council Meeting on Monday 27th January 2021 at which your presence is requested and required. This meeting will be held via Microsoft Teams due to the current Covid-19 pandemic.

**Agenda**

1.Chairmans welcome and apologies for absence.

2. To receive member’s declaration of interest to items on the agenda.

3. Public Forum (for any matters on the agenda).

4. To sign the minutes of the Parish Council Meeting held on 16th November 2020 as true to record.

**Matters Arising**

5a.Neighbourhood Plan – Any further updates.

5b. Dog Bin- update.

5c. Village notice boards- update

**Finance**

6a. To authorise BACs/cheques for signature: ICO data protection-£35.00 (direct debit) Newlands License £46.07 Village Christmas Tree- £43.99 (slight decrease from original amount authorised)

6b. To receive and approve payments since the last meeting: Clerks Salary : £241.50 (Nov/Dec) PAYE to be deducted. Clerks Expenses: none

6c. To receive the financial report from the RFO including bank balances of bank accounts:

Balances are as follows: Community Account: £1490.69

Business Premium Account: £8846.06

Balances to be confirmed at the meeting on 27th January 2021.  
6d.Approval of Precept Request following on from additional information provided by East Suffolk Council and the Council Tax base. Submission to be made by 31st January 2021  
6e. Appointment of Internal Auditor for 2021.

**Planning Matters**

7a To receive planning decisions:

Ref: DC/20/1250/FUL

Address: **Stanaway Farm Charity Lane Otley IP6 9NA**

Proposal: Use of building for class B2 (industrial)

The Parish Council submitted **no objection** to this application

**Application Permitted**

Ref: DC/20/3818/OUT  
Address: **Land to the North of Wood Farm Helmingham Road Otley Suffolk IP6 9NS**  
Proposal: **Outline Application (with some matters reserved) for the phased development of 12 self build and custom house building serviced plots, including 6 starter homes and 3 discount market sale affordable housing plots.**

Date for Submission of comments: 28th October 2020.

The Parish Council submitted objection to this application.  
**Awaiting Decision**

Ref: DC/20/4033/VOC

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

Proposal: **Variation of Condition No.2 of DC/20/0707/FUL- Change of use and conversion of barns to a dwelling- alteration to previously approved drawings.**

Date for submission of comments: 5th November 2020.

The Parish Council submitted no objection to this application.

**Application Permitted 03/12/2020**

Ref: DC/20/3712/FUL

Address: **Strathnairn, Chapel Road Otley Suffolk IP6 9NX**

Proposal:**Single storey Annexe in garden built out of block and beam and cladded or rendered.**Date for submission of comments: 26th November 2020.The Parish Council submitted objection to this application.

**Application Permitted 02/12/2020**

Ref. No: DC/20/4803/FUL  
Address: **Hall Farm Hall Lane Otley IP6 9PA**

Proposal: [**Erection of a three bay Cartlodge**](https://publicaccess.eastsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QKCRYLQXG9L00&prevPage=inTray)

Date of submission of comments: 1st January 2021

The Parish Council submitted no objection to this application.

**Awaiting Decision**Ref: DC/20/4661/FUL  
Address: **Land off Millers Way, Church Road Otley.**

Proposal: **Construction of 5 dwellings**

Date of submission of comments: 29th December 2020

The Parish Council submitted objection to this application  
**Awaiting Decision**

Ref:DC/20/4524/FUL

Address: Land to the rear of Tithe Barn Hal Lane Otley IP6 9PA  
Proposal: **5 No. subterranean units for holiday accommodation, together with banks of photovoltaic panels and cartlodge building**Date for submission of comments: 18th December 2020

The Parish Council submitted a non pecuniary interest to this application and responded no objection.

**Awaiting Decision**

7b. To consider the following applications at time of writing the agenda:

Ref. No: DC/21/0035/FUL

Address: The Old Smithy Chapel Road Otley Suffolk IP6 9NT

Proposal: [**Replacement roof to create 1st floor accommodation and Garage extension**](https://publicaccess.eastsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QMIBL1QXH4P00&prevPage=inTray)  
Date for submission of comments: 28th January 2021

Ref. No: DC/20/5257/FUL

Address: Wood Farm Helmingham Road Otley Suffolk IP6 9NS

Proposal: [**Conversion of a redundant building to two semi-detached dwellings**](https://publicaccess.eastsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QLUK1RQXGXG00&prevPage=inTray)

Date for submission of comments: 29th January 2021

7c) Correspondence from local resident regarding potential planning in Ashbocking but within the boundary of Otley Parish.

**Highways Matters**

8a. Quiet Lanes.

8b. Otley bottom sign reported.

**Rights of Way**

9a. Steps behind church reported.

9b. Bridge behind Helmingham Road houses reported.

**Reports**

10a. To receive the District Councillors Report.

11a. To receive Police Statistics from Suffolk Police website.

12a. Speedwatch Results.

13a. To receive the Community Council report.

**Other** Matters to be bought to the attention of Councillors:

14a. Standing Orders and Financial Regulations to be approved at the next meeting. Clerk to update and email out prior to next meeting.

14b. Letter of thanks from Otley Baptist Church.

14c. Future Meeting dates for 2021:

Monday March 15th

Monday May 17th

Monday July 12th  
September 13th  
November 15th

15a. Councillors reports and items for future agenda: Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agenda’s.

Date of next meeting: 15th March 2021. It is likely this meeting will be held remotely due to the ongoing Covid-19 pandemic. Should restrictions be lifted then the meeting will go ahead in the Village Hall (backroom) 7:30pm.Otley Parish Council will monitor the situation, follow government guidelines and make a decision nearer the time.