

# OTLEY PARISH COUNCIL

Minutes of Parish Council meeting held on Monday 12<sup>th</sup> September 2011

## Present:

Clerk: Mrs Osborne  
Chairman: Mr Smith  
Councillors: Mr R Ling, Mr A Ling, Mr Childs, Mrs Grant, Mrs Lincoln, Mrs Vaughan, Mr Hook,  
District & County Councillor Mr Bellfield.

The meeting opened at 7.30pm.

**1. Apologies for absence** - Mr Cant, PC Dave Burrell.

**2. Declarations of interest to items on agenda** – None received.

**3. To approve minutes of meeting held on 4<sup>th</sup> July 2011** – The minutes were deemed to be an accurate record of that meeting. This was agreed by all Councillors.

## 4. Matters arising –

### 4a. Clerk :

- i) Housing Needs Survey – Flagship Housing have confirmed they are not able to commit to a local housing needs scheme at this stage. Suffolk Acre happy to source other Registered Providers but PC would prefer Flagship Housing as they have suitable land available within Otley. Would Flagship Housing sell their land to another provider? Clerk to contact Sunila Osborne to explain situation.
- ii) Barclays Bank - All councillors happy to cancel existing mandate on account and set up new signatories of the finance committee.
- iii) Pear Tree Farm – The neglected hedge has now been trimmed back.
- iv) Village Gates – Councillor P Bellfield has confirmed a contribution from his Quality of Life Budget of £2,000. PC will also make a contribution of £2,000. Clerk to make enquiries with SCC regarding approved contractors and obtain official quotes. SCC can proceed with site visit for set of gates on both Helmingham Road and Cretingham Road. M Smith will attend site visit. Once installed they would be maintained by SCC.
- v) Road Signs – Highways Saxmundham have been asked to clean all signs along B1078.
- vi) Footpath Direction Sign – Clerk to continue to chase re-instatement of signage opposite Wood Farm. SCC have confirmed contractors informed.

### 4b. Speeding within Parish of Otley:

Mr D Hook and Clerk making enquiries with both Henley and Coddensham Parish Councils regarding VAS (vehicle activated signs). SCC confirm costings for solar powered VAS at £6,000. Recent Speedwatch day recorded many vehicles at 50mph+ on Helmingham Road. Mr T Barrett, of Speedwatch, and Mr Hook co-ordinating group of residents to consider speeding issues within village. Mr Hook will make regular reports at PC meetings.

## 5. Finance -

- 5a. **To authorise cheques for signature** – payment of cheques authorised. Proposed by Mr R Ling, seconded by Mr B Childs and agreed by all Councillors.
- 5b. **To receive and approve payments since last meeting** – standing order payments and Workshop for Clerk approved but Clerk to contact Grundisburgh News to raise concerns about coverage Otley receives. Proposed by Mr R Ling, seconded by Mr B Childs and agreed by all Councillors.
- 5c. **To receive the financial report from the RFO including balances at bank** –

Community Account	£ 3,096.63
Instant Saver Account	£ 4,512.07

Grass Cutting invoice of £932.40 has been submitted to SCDC for payment.

- 5d. **To receive the year end report from external auditor BDO Stoy Hayward** – Annual Return Accounting Statement presented to all Councillors by Clerk. It was duly accepted and approved. BDO report there were no matters which required the issuing of a separate additional issues arising report.
- 5e. **To review the level of fidelity cover on insurance** – cover now increased to £25,000. Renewal premium is £310.90. Payment authorised by all Councillors. Proposed by Mrs I Lincoln and seconded by Mrs J Vaughan.

## **6. Planning Matters -**

- 6a. To receive planning decisions -
- Otley College, Charity Lane Approval of Removal of Condition 5 of Planning Permission subject to maximum of 50 days per year.
- 6b. To consider the following planning applications -
- Pear Tree Farm Improvements to existing vehicular access

## **7. Highways -**

- 7a. Ipswich Road – Clerk to report remedial work required to road, particularly corner at Wood Farm.
- 7b. Gibraltar Crossroads – SCC plan safety improvements to signage and road markings to reduce number of accidents and casualties. Clerk to report continued problems of parked cars/coaches in layby at crossroads.
- 7c. Clerk to report potholes between the Church and High House, Clopton Green Lane.

**8. Rights of Way** – Ditch running alongside Otley Hall towards Grange Farm requires attention. Mr A Ling to make contact with Mr I Beaumont to rectify the matter.

## **9. To receive the District & County Councillor's report -**

**SCC** - Mr Bellfield confirmed SCC ahead of budget to achieve £42m savings. The appointments Committee has now agreed max salary for next appointed Chief Executive to be £160k. Mr Bellfield pointed out this is 3<sup>rd</sup> lowest in country and those councils who are lower have very poor records. Questions were raised regarding bonus schemes for low paid Chief Executives but not currently being offered by SCC. There is a consultation in process for the mobile library service which costs £590k a year to run. It is proposed to run one monthly visits, in line with other councils, to make further savings. Mr Bellfield also confirmed that SCC will have £11m for fast broadband installation within the county.

**District** – Mr Bellfield raised the consultation in progress for 'Sustainable Appraisal of Core Strategy', a document which is currently with Councillors. Mr Bellfield also spoke of the significant changes proposed by the Government on 'National Planning Policy Framework'. Mr M Smith and Mr D Hook will attend meeting on 28<sup>th</sup> September regarding the Government's stance on planning. Mr Bellfield raised awareness of a consultation due on car parking charges as the District Council aims to raise £300k. Finally, Mr Bellfield wanted to appraise the residents of Otley for their outstanding community spirit by helping the landlord of the White Hart pub with recent refurbishments.

Mr Bellfield was asked if he would be able to make contributions in future years to help the village of Otley acquire VAS indicators, particularly if the PC or residents were to make contributions. Mr Bellfield confirmed this was possible and suggested the PC approach Highways Saxmundham for quotes and costings. Mr Bellfield encouraged residents to join the Speedwatch scheme.

**10. To receive the Police Report** – PC Dave Burrell tendered his apologies but sent through a report. There have been 3 reported crimes since our last meeting, compared with 22 in Wickham Market, 24 Rendlesham and 88 in Woodbridge. The next Community Panel Meeting will be held on Monday 7<sup>th</sup> November at 7pm in Wickham Market Village Hall. The mobile police station will next be at Otley on Wednesday 19<sup>th</sup> October between 1330hrs and 1500hrs at the village hall. They will attend speed enforcement days once a month to carry out speed checks. Clerk to request they attend at lunchtimes and Mr Hook has offered the use of the driveway to Wood Farm Kitchens on Helmingham Road. Awareness was raised regarding theft of heating oil and theft from motor vehicles.

**11. To receive the Community Council Report** – No report received.

## **12. Matters to be brought to the attention of the Council -**

- 12a. 20 Newlands – Clerk in consultation with SCDG regarding ownership of the land at side of property to clear overgrown weeds.
- 12b. Grundisburgh News – articles submitted by Clerk, but see point 5b.
- 12c. Correspondence for information – attached appendix of items was available for inspection at meeting and currently being circulated.
- 12d. Schedule of files deposited with Ipswich Record Office for archiving was made available for inspection. Clerk to copy David Papworth who is keeping records for Otley.

**13. Councillors' reports and items for future agenda** – none received.

**14. Date of next meeting** – Monday 17<sup>th</sup> October at 7.30pm in the village hall.

With no further matters to discuss the meeting closed at 8.45pm.