

CLOPTON PARISH COUNCIL

Minutes of the Annual Parish Meeting held at Clopton Village Hall at 7.00pm
on Thursday 9th May 2019.

Present: Cllr Angwin (Chair)	In Attendance: Cllr Fryatt Cllr Yallop Cllr Raffell Cllr Lye Cllr Gittoes Miss Kay Bye (Clerk) 7 Clopton Residents 1 Presenter – Chris Dawson	Apologies Cllr Vickery Della Hughes David Hayhow Sue Christensen
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CPC APM 001/19 Presentation by Mr Chris Dawson, Director, Oasis Properties on the next stage of development of Clopton Commercial Park (Full notes from C Dawson posted on <http://clopton.onesuffolk.net/clopton-parish-council/clopton-parish-council-minutes/>)

2 years ago Mr Dawson explained the proposal to clean up the old Clopton Commercial Park and bring it to life. The proposal was to -

Clean up and landscape the 14 acre site.

Sub divide the existing units for smaller businesses.

Demolish the worst of the units to create contained storage areas.

Create a destination to attract small business.

In doing so the occupiers would move away from being the typical airfield occupiers looking for cheap space for bulky goods, thus cutting heavy articulated traffic and instead attracting smaller more varied businesses.

A BT fibre leased line has been connected delivering 500mb internet to the site. Street lighting and security gates installed. The 14 acre site has been landscaped, opened up the fishing lakes and developed a healthy café.

The large low quality sheds have been turned into modern smaller business premises attracting 20 businesses and employing over 150 people. The businesses are varied - to name just a few, a Café, International Organ manufacturer, Computer server farm, disabled equipment supplier, 3d printing farm.

They would like to extend the development to make it a sustainable destination to continue viability.

There is a high demand on the smaller units. Rents affordable, lease terms flexible and policy to help businesses by looking after the property to allow businesses to get on.

The proposal for the next phase is to add a variety of smaller office and business units in addition to some social space for a yoga studio.

The design is a series of smaller low level low density timber clad units with a barn like appearance situated within grass areas and landscaping.

The siting will be on the front of the site to break up the grey from the older high level units, with parking between units.

Occupiers of Clopton Park enjoy the location giving open countryside but also a community spirit.

The proposed units will range from a small serviced business centre to provide desks to facilitate start-up businesses through to 600, 1200 and 2500 sq ft independent units.

Oasis Properties believe that at present there are not enough small units to make it a true destination location and are concerned it may stagnate. A planning application will be submitted and will be able to be viewed on the East Suffolk web site.

A planning application was submitted in 2018 but was withdrawn as a traffic analysis was required. This has now been done and the analysis will be available as part of the planning applications, the traffic analysis predicted that the proposed plans will increase traffic at peak times by 33 extra vehicles.

The footpath concerns are also being addressed in the new plans with the proposal to re-route the footpath.

CPC APM 002/19 To Receive Apologies

Cllr Angwin informed the meeting of apologies he had received.

CPC APM 003/19 To Approve the minutes of the Annual Parish Meeting held on Thursday 17th May 2018

The minutes were previously circulated via Clopton News and also displayed on the noticeboards. They were approved and signed as a true record. Proposer Cllr Raffell, Seconder Cllr Fryatt.

CPC APM 004/19 Matters Arising

There were no matters arising

CPC APM 005/19 Parish Council Chairman's Report (See report posted

<http://clopton.onesuffolk.net/clopton-parish-council/clopton-parish-council-minutes/>

Cllr Angwin read the report he had prepared.

CPC APM 006/19 Summary of Parish Council Accounts 2018-2019

A summary was given by the Chairman in his report and a full breakdown of the accounts is available for the public to view and will be posted on <http://clopton.onesuffolk.net/clopton-parish-council/clopton-parish-council-accounts/>. There were no questions about the accounts.

CPC APM 007/19

Report from County Councillor Vickery presented by the Cllr Angwin (see full report posted <http://clopton.onesuffolk.net/clopton-parish-council/clopton-parish-council-minutes/>)

Report from District Councillor Fryatt

The new council has now been formed of East Suffolk Council

Boundaries have been changed for District Councillors, this has reduced the total number of councillors. In our ward there are 17 parishes covered by two District Councillors.

A new leader for East Suffolk Council to be elected, and cabinet and committees also to be decided.

Cllr Fryatt has for two years been working on the new Local Plan document for planning in the area. Clopton itself is unaffected by any change to planning policy. The Clopton Business Park however is part of that local plan and is restricted to no increase in footprint beyond the existing buildings, therefore any planning applications for new buildings contravene that and residents must decide and put forward their comments regarding whether they want the growth.

Sizewell C discussions are ongoing. The areas of great concern are access, there will be no rail or sea access for construction, it will all fall to the road network. The proposed park and ride at Wickham Market/Hacheston will impact Clopton as it is inevitable that a percentage of traffic to the park and ride will travel along the B1078. This is being fought by the District Council.

CPC APM 008/19 Police Report

Police are no longer issuing reports for APM meetings

CPC APM 009/19 Reports from Organisations**Village Hall Report** prepared and presented by Mrs Diana Dawson

Use of the hall has increased in the past year and the variety of uses also increased. New this year, pilates class twice a week and tennis coaching for children held regularly through winter. Established uses continued, inc. weekly badminton, monthly coffee mornings, monthly craft sessions, monthly ceilidh dances through winter and weekly meeting of a local spinners group as well as it being the main public meeting space for Clopton. These activities are all open for residents. The hall has also attracted private hiring for parties, weddings and caravan clubs. The steady flow of bookings is thanks to the untiring efforts of Della Hughes.

Financial position- Revenue from the level of hiring has resulted in a small but healthy surplus of income over expenditure. There is also an adequate reserve to cope with urgent maintenance, Finances are under the steady hand of David Hayhow the treasurer.

General Maintenance of the hall and grounds – To secure bookings the hall and grounds must be kept in good condition. The hall has 2 weekly cleanings sessions and a specialist floor cleaner once a month. The playing field grass has been cut by someone in the village over the last year which means cutting keeps up with the growth rate. This has been more successful than the previous arrangement. Fire alarms, extinguishers, and emergency lights are checked periodically and PAT tested by a contractor.

Most other maintenance jobs are carried out by volunteers, cutting hedges, small repairs and decorations etc.

Major projects - High level external woodwork was in a poor state. Replacement not possible by volunteers and so quotations were sought from several local firms. The lowest quote at about £5500. Grant aid was sought which succeeded in raising £5000, leaving £500 to come from village hall funds. Funding bodies were The Big Lottery Fund (£2000), Suffolk Community Foundation (just over £1500), The District Council Enabling Communities Fund (£1500). The work finished just before Easter.

Outlook for the coming year – Hope to see a steady flow of bookings including elections which help cash flow. Hopefully no major works but possible small improvements.

The Management Committee – The Committee meets four time a year in the village hall with an AGM in April. One long term member has left and so would welcome a new member. In recent years there has been no cross representation with the Parish Council, and the Village Hall committee would welcome this again. Lease of the hall expiry is due in 2020.

Local History Recorder's Report prepared and presented by Mrs Doris Main

The main event was the four day Poppy Festival. Lots of work by volunteers made for a wonderful display.

Several people who visited found information on their families in the heritage display at the back of the church.

Messages in the visitors book often gave thanks for the folders of information in the Heritage Centre.

A report was sent to the Local History Recorder's Secretary detailing what had taken place in Clopton in 2018. These reports can be seen at the Record Office in Ipswich

Parish Church Report prepared and presented by Mrs Doris Main
Jenny Schurr was elected as the second church warden at the APCM

Bacon butties and hot cross buns were enjoyed before the Easter Day service.

A concert by the East of England Brass Band in June raised funds for the restoration of the vestry.

Andrew Schurr has started work on repairing the Vestry. He is removing all the old roofing felt, making good any rotten timbers and then cladding with weather board, this is saving in the region of £11,000.

The strawberry tea in June raised funds for the running of the Church.

The Harvest Service was preceded by breakfast and the donations for food went to the salvation army hostel for the homeless in Ipswich.

In November there was a four day poppy festival which was a great success. There were over 300 knitted poppies and 2000 paper ones made by local people. Fifteen silhouettes representing the men of Clopton who died in WW1 were made by Della Hughes.

Lt Com Robert Becker led a short service at the grave of Noah Smy, the only one of the 15 men of Clopton who lost their lives in WW1 to be buried in the churchyard.
The remembrance service saw a full church. After the service was a singalong. Nearly £700 was raised and sent to the Royal British Legion.

The church was full for the Christmas Candlelight carol service and the collection sent to EACH. Most of the new kneelers were completed. 20 have been made so far with more to be finished.

The heritage centre is attracting visitors and the Church website growing rapidly

WJ Steel & Poor's Charity Report prepared by Mrs. Sue Christensen and presented by Cllr Angwin (see full report posted <http://clopton.onesuffolk.net/clopton-parish-council/clopton-parish-council-minutes/>)

Clopton Communications Report (covering the Clopton website, Clopton eNews and the Clopton Annual Newsletter) prepared by Mrs Della Hughes and presented by the Clerk

Clopton Website: www.clopton.onesuffolk.net

I have continued to update and maintain the Clopton website, with Kay Bye taking control of the Parish Council pages.

I have not been able to link the website to Google analytics, so am unable to say how many "hits" the website gets. The problem with linking to analytics is probably due to my antiquated laptop!

The website remains a useful reference point for local residents, enabling them to access local reports and information.

The village hall pages now have a booking enquiry form which is sent directly to the village hall email account. This has already been used several times and is proving a useful tool for bookings.

The website maintenance charge, payable to OneSuffolk by the Parish Council, has remained at £60.00 p.a.

Clopton eNews: cloptonnews@gmail.com

Delivery of Clopton eNews emails via Google Groups has been running smoothly this year. During this year we had to comply with the GDPR regulations and all previous contacts had to be asked to confirm that they wished to remain on the circulation list. Some former recipients failed to respond and the circulation dropped. Since then, some recipients have returned and a few new contacts have signed up.

Our current circulation is 82, a little down on our pre-GDPR figure of 98, but rising steadily. This figure can be increased if the people in Grundisburgh who receive the "What's On" emails are added

Clopton Annual Newsletter

This year will see the fifth issue of the Clopton annual newsletter. The annual newsletter contains copies of annual reports received at the annual meeting, some local information and any editorial, notices and advertising that is submitted.

The time taken to compile and print the Annual Newsletter is extensive and, this year, forced me to provide a digital copy only. The digital version was sent out via Clopton Enews and also posted to the Clopton website with printing instructions. I received no requests for a paper version of the newsletter. I will continue to provide a digital copy in future unless a printed paper version is required by the Parish Council, in which case, it will need to be sent to a printer and distribution organised.

Clopton Hobby & Social Morning group report prepared by Mrs Della Hughes and presented by the Clerk

The Hobby and Social Morning is held at the village hall on the first Wednesday morning of each month. It has been running for about three years now and has a regular turnout of around a dozen members. When not involved in individual crafts, the group has been involved in cross-stitching new kneelers for Clopton church and, this year, the group spent many hours making over two thousand poppies to decorate the church for the Armistice centenary. Everyone is welcome to turn up for coffee and a chat whilst catching up with a hobby or craft and we are always keen to welcome new members..

CPC APM 0010/19 Matters raised by Parishioners

There is an abandoned BMW in the village hall car park next to the glass recycling. This has made the removal of the glass extremely difficult. The parish council shall inform the police to try to get the vehicle removed by its owner.

There has been a lot of dog fouling recently along Shop Road and in Rouse Hall Estate, this has included dog mess in people gateways and gardens. The Parish Council to get in contact with East Suffolk Council to see what can be done to encourage owners to control and clear up after their dogs. .

Meeting closed at 8.00pm.

Chairman: Date: