

CLOPTON PARISH COUNCIL

Minutes of the Parish Council Meeting held at Clopton Village Hall at 7.30pm
On Thursday 15th September 2016.

Present: Cllr Angwin (Chair) Cllr Pryke Cllr Fryatt Cllr Yallop Cllr Raffell	In Attendance: 2 Clopton Residents Mrs T Embury (Clerk)	Apologies County Councillor Vickery
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<p>CPC078/16 Chairman's Welcome Cllr Angwin welcomed everyone to the meeting.</p>	
<p>CPC079/16 District Councillor's Report</p> <ol style="list-style-type: none"> 1. Devolution The Norfolk & Suffolk consultation has now closed. The full results will be published in October and a decision announced shortly after. 2. Conservation Area The centre of Bromeswell has now been formally designated as a Conservation Area. Other parishes are encouraged to consider this designation as it does provide some protection for the more sensitive parts of our villages. 3. Local Plan Examination The Site Specific Plans and Felixstowe & District Area Action Plans are now complete and have been considered by the DCLG Inspector. The findings of the Inspector are expected in early October and, if approved, the plans will be adopted immediately after. 4. Health and Wellbeing Community Call to Action Through the Community Call to Action Programme SCDC want to fund innovative ideas that will help to provide community support for people with poor mental health, dementia, for carers, the lonely/socially isolated and to encourage people to be fit and active. 5. Exemplar Programme A new funding programme for larger community flagship projects has been introduced. These grants will be available to organisations planning to deliver larger projects that warrant larger sums of money than that available through the Enabling Communities Budget. 6. Deben Leisure Centre The swimming pool and leisure facilities will undergo extensive renovation and improvements during 2017. 7. Amalgamation of Suffolk Coastal and Waveney Districts Work is progressing to formally amalgamate these two Districts. 8. Community Enabling Budget So far this year money has been given to help fund a defibrillator in Grundisburgh and for first aid training in Debach. An application has also been made for funding towards the new swings for the play area at Clopton Village Hall playing field. 	
<p>CPC080/16 Police Report The police report will no longer be an item on the agenda but will instead, be circulated via Clopton Enews on a monthly basis.</p>	

<p>CPC081/16 Public Forum/Open Session Traffic Speed B1078 Road – Clopton PC now has a copy of the full Consultant’s report relating to the B1078 road. This has also been circulated via Clopton Enews. Link 7 refers to Clopton. The report states that ‘no data is available to assess traffic speeds’ however in 2014 a Speed Data Recorder was set up to produce such data. Clopton PC will write to Cllr Finch (SCC Highways) to request they take into account the extensive data which was produced and to ascertain what action will be taken by Highways to implement the recommendations made within the report. Cllr Vickery to also be informed. Inspection of trees in Rouse Hall Gardens – Flagship Homes confirmed that they are undertaking a tree survey on all land under their control. If any decisions are made regarding the trees, then residents in the vicinity will be notified or a notice will be placed on the tree itself. Flooding Shop Road – SCDC Environmental Protection have visited the site and will be making a referral to the Environmental Agency re. the smell of sewage and to Highways re. blocked drains. Clopton PC will write to Mr Chenery (SCC Highways) and ask them to attend and make a definitive decision as to who is responsible for the blockage in order that the problem can be addressed. Shop Farm – Riding for the Disabled Group –Clopton PC have been made aware that the RDA have been offered the opportunity to lease land at Shop Farm. Cllr Angwin read out a briefing which was sent to Clopton PC from James Leggett who is managing the relocation of the group. Some changes to Shop Farm and the adjoining land will be required to meet their needs and they look forward to working with Clopton PC and the local community to ensure that this is achieved with the minimum of disturbance or worry. RDA will ensure that all proper processes are followed and it is anticipated that the whole process will take up to 12 months to complete. Therefore, it is unlikely that the RDA will establish itself at Shop Farm until autumn 2017. Cllr Angwin acknowledged receipt of Mr Leggetts email and will keep parishioners informed through the parish council. Clopton PC will contact James Leggett and invite RDA to attend a public meeting to discuss their intentions before a planning application is submitted. Clopton Commercial Park – Cllr Angwin read out an email sent to Cllr Fryatt from a gentleman who has a company on the site. Clopton Commercial Park changed hands on 1st July 2016, the Trustees of the Estate of D.E. Foster selling to Oasis Property Ltd., a development company. It is rumoured that some existing buildings will be demolished and rebuilt and that new buildings are also planned for the open areas of the site. <i>At this point in the meeting Cllr Angwin declared an interest in this matter and the meeting was chaired by Cllr Pryke.</i> SCDC planning are aware of the situation and should any redevelopment become apparent, prior to planning permission being sought, then the enforcement officer will attend. Following discussion, Clopton PC are to carry out some initial research with a view to applying for the airfield site, and buildings of interest/historical value within the vicinity, to be registered as an Unlisted Heritage Asset. <i>At this point Cllr Angwin chaired the meeting again.</i></p>	<p>Cllr Angwin</p> <p>Clerk</p> <p>Cllr Pryke</p> <p>Cllr Pryke</p>
<p>CPC082/16 Apologies Apologies were received from Cllr Vickery.</p>	
<p>CPC083/16 Declaration of Interests/Dispensation Applications Received Cllr Angwin declared an interest for agenda item 2- Clopton Commercial Park.</p>	
<p>CPC084/16 To approve the minutes of the meeting held on Thursday 21st July 2016 The minutes were approved and signed as a true record. Proposer Cllr Angwin, Seconder Cllr Yallop.</p>	
<p>CPC085/16 Matters Arising from the Minutes No matters arising.</p>	

<p>CPC086/16 Finance (see attached reports)</p> <ol style="list-style-type: none"> 1. Finance Report – The Clerk reported on the Council’s current financial position and movement since the last meeting. 2. Authorisation of payments - Payments totalling £435.22 were authorised which included the Clerk’s salary and expenses, and HMRC Clerk’s tax. Proposer Cllr Fryatt, Seconder Cllr Pryke. 3. Yorkshire Building Society (Community Saver Account) – From 02/09/2016 the interest rate which currently stands at 0.50% will reduce to 0.25%. 4. Insurance renewal – The Fido Bin and Litter Bin have been added to the insurance. The Insurance Renewal was approved at a cost of £275.68. Proposer Cllr Yallop, Seconder Cllr Raffell. 5. Transparency Fund – The application for funding of £200.64 was granted. Clerk to submit a claim for payment as and when extra hours are worked. 6. Onesuffolk website – As from 01/11/2016 the website will no longer be provided by Suffolk County Council. Community Action Suffolk will take over the service and an annual fee of £50+vat will be charged to parish councils. SALC confirmed Clopton PC would be able to reclaim the costs via the Transparency Fund. 7. VAT claim – A VAT repayment of £250.46 has been received. 8. External Audit BDO Report – Clopton PC received a clean audit which was approved and accepted by the Council. 9. Initial consideration of 2017/18 Clopton PC budget – the budget should remain the same as 2016/17. The support grant, previously received, has been held in reserve should it be required for any unforeseen circumstances, therefore the precept should also remain unchanged. 10. Village Hall – A subcommittee from Clopton PC met with the Village Hall Management Committee to talk through finances and the way forward for the VH. The VHMC will provide a report detailing a maintenance and improvement plan and this will be shared with Clopton PC. 	
<p>CPC087/16 Planning Matters</p> <ol style="list-style-type: none"> 1. Planning Decisions – DC/16/1683/FUL Catts Hill Farm, Clopton Green Conversion of existing barn to residential as approved under PN3 – Application Withdrawn. DC/16/2703/LBC Ancient House, Shop Road, Clopton Replacement windows to a listed building – Permitted. 2. The following planning applications were received:- <ul style="list-style-type: none"> • DC/16/3267/FUL Birds Hill Cottage, Birds Hill, Clopton Proposed conservatory – Clopton PC had no objections. • DC/16/3212/FUL Catts Hill Farm, Clopton Green Conversion of agricultural barn to residential as approved under PN3 – Clopton PC had no objections. 3. Other planning matters – none. 	
<p>CPC088/16 Clerk’s Report on Urgent Decisions since the last meeting The Clerk had no urgent decisions to report.</p>	
<p>CPC089/16 Officer’s and Representative’s Reports None.</p>	

<p>CPC090/16 Village Hall</p> <ol style="list-style-type: none"> 1. Registration of Title – The Voluntary Registration has been completed and submitted to the Land Registry. This could take up to 6 months to process. All costs will be met from the funds held in the PC reserves. 2. Clopton PC subcommittee and the Village Hall – during the meeting with the VHMC it was noted that the VH lease will expire in 2020. Ideas are invited for any changes that could be considered to the lease, rules and regulations at said time 	
<p>CPC091/16 Community Emergency Planning An electrician from CJ Electrical has been to the VH to look at the feasibility of providing a standby generator for emergency situations. Changes would need to be made to the current installation and several options could be considered. Separate costings for the different options will be supplied and a second opinion/quote is also being sought.</p>	<p>Cllr Raffell</p>
<p>CPC092/16 Correspondence (for information) Thank you letter received from Blue Cross following Fete donation, circulated via Enews. Clerk and Councils Direct for circulation.</p>	
<p>CPC093/16 Matters to be brought to the attention of the Council for the next meeting None.</p>	
<p>CPC094/16 Dates of future meetings Thursday 17th November 2016, 7:30pm, Village Hall, Parish Council Meeting. Thursday 19th January 2016, 7:30pm, Village Hall, Parish Council Meeting. Thursday 16th March 2016, 7.30pm, Village Hall Parish Council Meeting.</p>	
<p><i>Meeting closed at 8.52pm</i></p>	
<p>Chairman: Date:</p>	