

CLOPTON PARISH COUNCIL

Minutes of the Parish Council Meeting held at Clopton Village Hall at 7.30pm
On Thursday 19th January 2017.

Present: Cllr Angwin (Chair) Cllr Pryke Cllr Fryatt Cllr Yallop Cllr Raffell	In Attendance: 1 Clopton Resident Mr C Dawson (Clopton Commercial Park) Mrs T Embury (Clerk)	Apologies County Councillor Vickery
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<p>CPC001/17 Chairman's Welcome Cllr Angwin welcomed everyone to the meeting.</p>	
<p>CPC002/17 Clopton Commercial Park Mr Chris Dawson, director of Clopton Commercial Park, attended the meeting and gave an overview of the development thus far and his vision for the future of the park. He aims to provide business units and starter units for smaller businesses which should not incur HGV traffic. Phase 1 is nearly complete and a planning application will be submitted shortly for the first stage of Phase 2. Mr Dawson sees great potential within the site and wishes to work closely with Clopton PC and local residents.</p>	
<p>CPC003/17 District Councillor's Report</p> <ol style="list-style-type: none"> 1. SCDC New Premises Suffolk Coastal District Council has moved to its new headquarters, East Suffolk House. The Customer Service Centre is located within Woodbridge Library. 2. Budget Setting Much time has been spent on discussing the budget. Due to government cuts, further savings still have to be made and there is a chance that the council tax will have to be raised. 3. Sizewell C Stage 2 of the consultation is now ending and Stage 3 will begin in approximately 1 years' time. The Council will now consider the feedback which has been generated and prepare a response. 4. SCDC/Waveney DC Talks are still ongoing as to whether it is feasible for the two district councils to merge, creating the biggest district in England. 	
<p>CPC004/17 Public Forum/Open Session</p> <p>Traffic Speed B1078 Road – Clopton PC have not received a response from Cllr Finch (SCC Highways) or Cllr Vickery. Cllr Angwin will make further enquiries.</p> <p>Flooding Shop Road – A resident in Shop Road has had extensive works carried out where the pipe was previously blocked. The drain has been excavated and tree roots removed. The site will now be monitored in the hope that the problem has been cured. It was previously reported to the Environment Agency that there was a smell of sewerage in the area. A faulty Klargestar has now been identified and repaired.</p> <p>Shop Farm – Riding for the Disabled Group – A copy of the planning application submitted to SCDC has been received and Clopton PC have submitted their recommendations.</p>	

<p>Gas Guns – Cllr Angwin has received a complaint from a member of the public about the use of gas guns. Clopton PC have no powers to inhibit their use but should they be placed too close to houses or public footpaths then a request can be made to the farmer to resite them or the Environmental Health Department can be contacted for further advice.</p>	
<p>CPC005/17 Apologies Apologies were received from County Council Vickery.</p>	
<p>CPC006/17 Declaration of Interests/Dispensation Applications Received There were no declarations of interest and no dispensation applications to consider.</p>	
<p>CPC007/17 To approve the minutes of the meeting held on Thursday 17thth November 2016 The minutes were approved and signed as a true record. Proposer Cllr Raffell, Seconder Cllr Yallop.</p>	
<p>CPC008/17 Matters Arising from the Minutes No matters arising.</p>	
<p>CPC009/17 Finance (<i>see attached reports</i>)</p> <ol style="list-style-type: none"> 1. Finance Report – Cllr Angwin reported on the Council’s current financial position and movement since the last meeting. 2. Authorisation of payments – Payments totalling £230.00 were paid prior to the meeting which included the HMRC Clerk’s tax, Ladywell Accountancy Services annual fee and a payment to Heelis & Lodge Auditors for services carried out. Payments totalling £422.73 were authorised which included the Clerk’s salary and expenses. Approval is also sought for a payment of £483.00 to Birketts LLP (see CPC013/17) and a payment of £8.99 to a Clopton resident for maintenance carried out to the bus shelter. These payments are to be shown as ‘paid prior to meeting’ on the March 2017 financial statement. Proposer Cllr Fryatt, Seconder Cllr Yallop. Council also approved a payment to the Clerk for hours worked updating the Clopton website. The Clerk is to request Ladywell pay a total of £54.72 for 6 hours’ work. The money to cover these costs has already been received via Transparency Funding. The Clerk also informed the Council that an application has been made for further Transparency Funding of £50.00 to cover the cost incurred when the Clopton website changed from Onesuffolk to Community Action Suffolk. 3. SALC – The Clerk has received notification from SALC that their fees for 2017/18 will increase by 3% and the total payable will be £172.97. 4. To approve the 2017/18 Parish Council budget – The precept will be held at the current level and an application has been submitted. The Council Support Grant received in recent years has been held in reserve and will cover any inflationary costs. Councillors approved the budget. Proposer Cllr Yallop, Seconder Cllr Pryke. 5. Outdoor Playing Space Fund – The grant application was successful and the first payment of £987.85 has been received. The village hall management committee will raise an order for the works to be carried out and the invoice for £987.85 plus VAT is to be sent to Clopton PC for payment. The PC will fund the VAT element from reserves until it can be reclaimed. 	<p>Clerk</p>

<p>CPC010/17 Planning Matters</p> <ol style="list-style-type: none"> 1. Planning Decisions – None. 2. The following planning applications were received: - <ul style="list-style-type: none"> • DC/16/4767/LBC Moat Hall Barn, Martins Lane, Clopton Conversion with erection of small link and change of use of 2 agricultural buildings to a single unit holiday let with amenity space and car parking – CPC found no reason to object but comments were put forward for consideration. • DC/16/5199/FUL Shop Farm, Shop Rod, Clopton Creation of new disabled horse riding centre to comprise erection of indoor riding school and tack rooms, change of use of existing buildings to provide stabling, carriage store and groom’s accommodation, together with new site access road and vehicular access onto Monewden Road – Conditions were specified and comments put forward for consideration. • DC/16/5336/PN3 High House Farm Barn, Shop Road, Clopton Proposed change of use of agricultural building to 3 bedroom accommodation with parking – Clopton PC objected to this application. They feel they are unable to support further development in Shop Road that would increase vehicular traffic at the junction of Shop Road/B1078 Road due to the poor visibility at the junction and the lack of any speed limit along that part of the B1078 Road. 3. Other planning matters – none. 	
<p>CPC011/17 Clerk’s Report on Urgent Decisions since the last meeting</p> <p>SCDC contacted the Clerk as they had office furniture surplus to requirements and it was offered to the parish council at no cost. The Clerk has collected two filing cabinets which are now located in the Parish Council cupboard at Clopton Village Hall.</p>	
<p>CPC012/17 Officer’s and Representative’s Reports</p> <p>SaViD – There is a SaViD Community Group meeting on 21/01/17 where they will be discussing the purchase of a Mobile Speed Indication Device (SID) which will be shared amongst the parishes involved with SaViD. If the purchase goes ahead then Clopton PC will look towards purchasing a pole on which to site the equipment, at a cost of approximately £150.00 via SCC Highways.</p>	
<p>CPC013/17 Village Hall Land Registration</p> <p>Clopton PC have received a copy of the Land Registry Title (Title number SK371847, Edition date 06.09.2016). Clopton PC are to make an application for Absolute Title in 12 years time. The Documents have been lodged with the parish clerk.</p>	
<p>CPC014/16 Procurement of Audit for Smaller Authorities</p> <p>SALC have informed Clopton PC that the new external auditors have been appointed. The external auditor for Suffolk will be PKF LITTLEJOHN LLP. The new appointments only become effective for the five year period in relation to accounts for the financial year beginning on 1 April 2017.</p>	
<p>CPC015/16 Community Emergency Planning</p> <p>Cllr Raffell contacted UK Power Networks to enquire if there was any funding available to assist with a support network for emergency situations. Cllr Raffell was informed that they already have arrangements in place with the bigger organisations, Red Cross etc. whom they work with should the need arise. They did however say they would consider the request but as yet no response has been received. Clopton PC will continue to pursue the matter.</p>	<p>Cllr Raffell</p>

<p>CPC016/17 Removal of BT Payphones Consultation Clopton PC registered an interest in adopting the payphone on the B1078 Road near Shop Road junction. There have not been any calls made from this payphone in the past year and BT are looking to remove the facility. The Community Heartbeat Trust have successfully installed defibrillators in adopted kiosks and although the PC felt a defibrillator may be a good idea, it was felt that the payphone was not necessarily the best place to site it. This is to be added as an item on the agenda for the next CPC meeting</p>	Clerk
<p>CPC017/17 Correspondence (for information) Clerk and Councils Direct for circulation. The Local Councillor for circulation.</p>	
<p>CPC018/17 Matters to be brought to the attention of the Council for the next meeting To consider purchasing a defibrillator.</p>	
<p>CPC019/17 Dates for Clopton PC Meetings for 2017 Clopton PC will continue to hold meetings bi-monthly on the third Thursday of the month. Clerk to contact the Clopton Village Hall booking clerk to arrange.</p>	Clerk
<p>CPC020/17 Dates of future meetings Thursday 23rd March 2016, 7.30pm, Village Hall Parish Council Meeting.</p>	
<p><i>Meeting closed at 8.50pm</i></p>	
<p>Chairman: Date:</p>	