

CLOPTON PARISH COUNCIL

Minutes of the Parish Council Meeting held at Clopton Village Hall at 8.00pm
On Thursday 18th May 2017.

Present: Cllr Angwin (Chair) Cllr Pryke Cllr Fryatt Cllr Yallop Cllr Raffell	In Attendance: 2 Clopton Residents Mrs T Embury (Clerk)	Apologies
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CPC039/17 Election of Chairman and Declaration of Acceptance Cllr Angwin indicated his willingness to stand as Chairman for the coming year and there were no other nominations. Proposer Cllr Pryke, Seconder Cllr Raffell. Decision – Cllr Angwin unanimously elected as Chairman for the next year. Cllr Angwin signed the Declaration of Acceptance.	
CPC040/17 Chairman’s Welcome Cllr Angwin welcomed everyone to the meeting.	
CPC041/17 Public Forum/Open Session There were no reports to be given as all reports were presented at the Annual Parish Meeting. SaViD – Clopton PC hosted the SaViD meeting on 26 th April 2017. It was confirmed that a SID device would be purchased for use by participating villages. Clopton PC will apply to Suffolk County Council for posts to be erected to enable the SID device to be used on the 30mph roads within Clopton. The next SaViD meeting will be held on 3 rd August 2017 at the Burgh School-room. Members of the public are invited to attend. Pot holes, Shop Road – the numerous potholes in Shop Road were reported to SCC Highways. The Clerk also emailed David Chenery who stated the road would be inspected on the 9 th May. An inspection has taken place and works are scheduled to take place within the next 14 calendar weeks. PC will continue to monitor the situation.	Cllr Angwin Clerk
CPC042/17 Apologies None.	
CPC043/17 Declaration of Interests/Dispensation Applications Received There were no declarations of interest and no dispensation applications to consider.	
CPC044/17 Election of Other Officers The following Officers were elected: Vice Chairman: Cllr Pryke. Proposer Cllr Raffell, Seconder Cllr Angwin. SALC Representative: Cllr Fryatt will attend meetings where possible and report back to the Council. Emergency Planning Officer: Cllr Angwin. Proposer Cllr Fryatt, Seconder Cllr Yallop. Responsible Finance Officer: Mrs Terri Embury. Proposer Cllr Angwin, Seconder Cllr Fryatt. Communications: Mrs Della Hughes to produce the Clopton Annual Newsletter on behalf of the Council and where possible will submit invoices with attached shop receipts showing their VAT number to allow Council to reclaim any VAT paid in order to produce the information sheet.	
CPC045/17 To approve the minutes of the meeting held on Thursday 23rd March 2017 The minutes were approved and signed as a true record. Proposer Cllr Yallop, Seconder Cllr Raffell.	

<p>CPC046/17 Matters Arising from the Minutes No matters arising.</p>	
<p>CPC047/17 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 £2460.37 were paid prior to the meeting which included payment for Village Hall hire 2017/18 and payment of £2370.37 to Ipswich Borough Council for the new swings at the village hall playing field. The money for the swings had been received in the previous financial year via a grant from the SCDC Playing Space Fund. Payments totalling £486.80 were authorised which included the Clerk’s salary and expenses, the SALC subscription and a payment to the Clerk for the new lock purchased for the PC cupboard from the maintenance and repairs budget. Proposer Cllr Pryke, Seconder Cllr Yallop. 3. End of Year Accounts – The 2016-2017 Accounts were approved and during their preparation Cllr Angwin and the Clerk carried out an internal financial risk assessment. Proposer Cllr Yallop, Seconder Cllr Pryke. 4. Annual Return – The Council approved and signed the completion of Sections 1 and 2 of the Annual Return based on the 2016-2017 accounts and on the risk assessment reported in minute 3 above. Proposer Cllr Raffell, Seconder Cllr Fryatt. 5. Internal Auditors – Heelis and Lodge were approved as Internal Auditors for 2016-2017. Proposer Cllr Angwin, Seconder Cllr Yallop. 6. Asset Register – Review carried out, no changes required. 7. Risk Management Document – Review carried out, no changes required. 8. Standing Orders – Approved as recommended by SALC. 9. Financial Regulations – Approved as recommended by SALC, with some minor amendments. 10. Review Code of Conduct – Review carried out, no changes required. 	
<p>CPC048/17 Planning Matters</p> <ol style="list-style-type: none"> 1. Planning Decisions – DC/17/0262/LBC Green Farm, Clopton Green <ul style="list-style-type: none"> - Permitted. DC/17/0914/FUL Manor Cottage, Manor Road <ul style="list-style-type: none"> - Permitted. DC/17/1119/LBC The Old Rectory, Grundisburgh Road <ul style="list-style-type: none"> - Permitted. 2. The following planning applications were received: - <ul style="list-style-type: none"> • DC/17/1165/VOC Shop Farm, Shop Road Require to enlarge the arena to the new structure to comply with internal riding school requirements. Clopton PC had no objections providing still restricted to original proposed usage. • DC/17/1892/FUL Gooderhams, Snipe Farm Road Remove existing double garage. Replace with 3 bay cart shed in accordance with pre-planning application. Clopton PC had no objections providing there is a condition that precludes domestic occupancy. • DC/17/1987/LBC The Old Rectory, Grundisburgh Road Installation of bathroom in existing dressing room, reinstatement of sash window, replacement of external door to side service yard. Clopton PC had no objections. 3. Other planning matters – none. 	

<p>CPC049/17 Community Emergency Planning Clopton PC are still considering the feasibility of providing a generator at the VH. A second quote has been received which was considerably higher than the first and a third quote will be available before the next meeting.</p>	<p>Cllr Raffell</p>
<p>CPC050/17 Defibrillator Clopton PC decided against the purchase of a defibrillator. Grundisburgh News will be producing an article about defibrillators and listing which parishes currently have one and where they are sited. There are currently defibrillators sited in Grundisburgh and Charsfield.</p>	
<p>CPC051/17 Traffic Speed B1078 No further updates to report.</p>	
<p>CPC052/17 Parish Council Noticeboards The PC noticeboard in Shop Road/Rouse Hall has again been vandalised. A discussion took place as to whether it should be repaired or completely removed. Although there is no legal requirement for the PC to provide noticeboards there was strong feeling from residents that they would like the noticeboard to remain. Cllr Raffell will look into the cost of repairs and the various 'vandal proof' options available. As well as vandalism, there are also problems with dog fouling, rubbish, inconsiderate parking and speeding cars. Clopton PC will liaise with Flagship and write to residents in Shop Road and Rouse Hall.</p>	<p>Cllr Raffell Clerk</p>
<p>CPC053/17 Clerk's Report on Urgent Decisions since the last meeting The Clerk had no urgent decisions to report.</p>	
<p>CPC054/17 Officer's and Representative's Reports Reports were presented at the Annual Parish Meeting.</p>	
<p>CPC055/17 Correspondence (for information) Clerk and Councils Direct for circulation. The Local Councillor for circulation. Thank you letter received from SARS. Thank you letter received from DAS.</p>	
<p>CPC056/17 Matters to be brought to the attention of the Council for the next meeting Review of Internal Auditors Report. FOI Policy.</p>	
<p>CPC057/17 Dates of future meetings Thursday 20th July 2017, 7:30pm, Village Hall, Parish Council Meeting. Thursday 21st September 2017, 7:30pm, Village Hall, Parish Council Meeting. Thursday 16th November 2017, 7:30pm, Village Hall, Parish Council Meeting. Thursday 18th January 2018, 7:30pm, Village Hall, Parish Council Meeting. Thursday 15th March 2018, 7:30pm, Village Hall, Parish Council Meeting.</p>	
<p><i>Meeting closed at 08:45pm</i></p>	
<p>Chairman: Date:</p>	