

CLOPTON PARISH COUNCIL

Minutes of the Parish Council Meeting held at Clopton Village Hall at 7:30pm
On Thursday 22nd March 2018.

Present: Cllr Angwin (Chair) Cllr Pryke Cllr Yallop Cllr Raffell	In Attendance: 3 Clopton Residents Mrs T Embury (Clerk)	Apologies Cllr Fryatt Cllr Vickery
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CPC019/18 Chairman's Welcome Cllr Angwin welcomed everyone to the meeting.	
CPC020/18 County & District Councillors' Reports No reports received.	
CPC021/18 Public Forum/Open Session Junction Monewden Road & B1078 Road – The road markings have still not been re-painted. The Clerk has reported this on the SCC Fault Reporting System and will continue to monitor the situation. Footpath enquiry – B1079 Road – Cllr Angwin has contacted the resident and a footpath is required on the B1079 Road between the junction of B1078 Road and Birds Hill. This would alleviate the problem of school children walking along the busy road on a blind bend to get to the school bus in the layby. Clopton PC will liaise with SCC Highways. Public Rights of Way – Debach Airfield – Mr Dawson has kindly produced a situation paper together with a map as a starting point for discussions to sort out the various rights of way. As more than half the footpaths lie within the parish of Burgh, Cllr Angwin has emailed Mr Creasy (Burgh Parish meeting) and is awaiting his reply. Potholes/parking – Shop Road/Rouse Hall – an email was received from a member of the public concerned about the numerous potholes in Shop Road and also concerns were raised about the cars/vans parked on this junction making it hazardous to exit Rouse Hall. The potholes have been reported using the SCC Fault Reporting System. Woodbridge Safer Neighbourhood Team have been informed about the parking situation and will visit the area at various times to deal with any offending vehicles.	Clerk Cllr Angwin
CPC022/18 Apologies Apologies were received from District Councillor Fryatt and County Councillor Vickery.	
CPC023/18 Declaration of Interests/Dispensation Applications Received There were no declarations of interest and no dispensation applications to consider. Councillors to carry out their annual review of the Register of Interests on SCDC website.	Cllrs

<p>CPC024/18 To approve the minutes of the meeting held on Thursday 18th January 2018 The minutes were approved and signed as a true record. Proposer Cllr Yallop, Seconder Cllr Raffell.</p>	
<p>CPC025/18 Matters Arising from the Minutes The previous minutes (see CPC003/18) stated, that on speaking to Flagship it was ascertained that the RFT vans were depositing cuttings/foilage near to the sewage tanks in Rouse Hall to make a firm footing for Binders to access the site. A member of the public informed the PC that contact had been made with Binders who were unaware of this. It is believed RFT have been told to remove the cuttings/foilage. The Clerk will speak to Flagship housing.</p>	Clerk
<p>CPC026/18 Finance (see attached reports)</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 – A payment of £720.00 was paid prior to the meeting towards the cost of the new Village Hall door, as previously authorised. Payments totalling £543.60 were authorised which included the Clerk’s salary and expenses and the HMRC Clerk’s Tax. Included in the Clerk’s salary was the payment approved for the extra hours worked during the last 6 months to remain compliant with the Transparency code. Proposer Cllr Yallop, Seconder Cllr Pryke. 3. Section 137/142 payments – The NALC guidance notice LOI-18 dated January 2018 was discussed. This concerns financial assistance to the Church of England under the 1894 Local Government Act, under which Act Clopton Parish Council was established. The Local Government Minister stated by letter in 2014 that the 1894 Act probably still applies. The NALC guidance is that under the law as it currently stands, Parish Councils may still be prohibited from contributing towards the upkeep of Church buildings or land and that any Council that considers making a payment in these circumstances needs to consider whether it is prudent to take a course of action that it cannot be certain is legally valid. 	
<p>CPC027/18 Planning Matters</p> <ol style="list-style-type: none"> 1. Planning Decisions – <ul style="list-style-type: none"> • DC/17/5419/FUL Units 7, 17-19 Clopton Commercial Park - Permitted. 2. The following planning applications were received: - None. 3. Other planning matters: - None. 	
<p>CPC028/18 Defibrillator Following further enquiries, a charity called the Community Heartbeat Trust (CHT) have been contacted as they work alongside PC’s to assist communities with defibrillator projects. They are adopting the BT kiosk on our behalf and have advised on Lottery Funding that is available. They have advised on the most suitable equipment for Clopton and provided a quotation. A lottery funding application has been submitted and if successful will cover the cost of the project with an additional grant from District Councillors Fryatt’s community enabling budget. When the equipment has been purchased CHT will provide full training and further support as and when required.</p>	Clerk

<p>CPC029/18 General Data Protection Regulations (GDPR) Changes to the Data Protection legislation come into being in May 2018. Council's are required to provide a qualified Data Protection Officer and SALC have advised of a company, The DPO Centre, that are offering this service. For Clopton PC to demonstrate accountability and compliance with the government regulation by 25th May 2018, Clopton PC have agreed to the services offered by the DPO centre at a cost of £120.00 for year 1 and £45.00 for subsequent years. The DPO will carry out a 6-monthly questionnaire review and documentation update and provide telephone/email advice every 2 months. The Clerk is to contact the DPO Centre to arrange for the initial Data Impact Assessment to be carried out.</p>	<p>Cllr Angwin Clerk</p>
<p>CPC030/18 Broadband The new Openreach broadband cabinets have been sited at the top of Drabbs Lane/B1078 junction and outside Pear Tree Farm on the B1079 road. The first tranche is expected to go live in August 2018. It is still not certain who will be affected by this upgrade so following this Clopton PC will re-assess broadband coverage across the parish.</p>	<p>Cllr Raffell</p>
<p>CPC031/18 Clerk's Report on Urgent Decisions since the last meeting The Clerk had no urgent decisions to report.</p>	
<p>CPC032/18 Officer's and Representative's Reports No reports received.</p>	
<p>CPC033/18 Correspondence (for information) Clerk and Councils Direct for circulation. Village Hall minutes, WJ Steel & Poor's minutes.</p>	
<p>CPC034/18 Annual Parish Meeting The Annual Parish Meeting will be held at 7:00pm on Thursday 17th May 2018, followed by the Annual Parish Council Meeting at 8:00pm. Light refreshments will be provided.</p>	<p>Clerk</p>
<p>CPC035/18 Matters to be brought to the attention of the Council for the next meeting None.</p>	
<p>CPC036/18 Dates of future meetings</p> <ul style="list-style-type: none"> • Thursday 17th May 2018, 7:00pm, Village Hall, Annual Parish Meeting. • Thursday 17th May 2018, 8:00pm, Village Hall, Annual Parish Council Meeting. • Thursday 26th July 2018, 7:30pm, Village Hall, Parish Council Meeting. • Thursday 20th September 2018, 7:30pm, Village Hall, Parish Council Meeting. • Thursday 15th November 2018, 7:30pm, Village Hall, Parish Council Meeting. • Thursday 17th January 2019, 7:30pm, Village Hall, Parish Council Meeting. • Thursday 21st March 2019, 7:30pm, Village Hall, Parish Council Meeting. 	
<p><i>Meeting closed at 08:20pm</i></p>	
<p>Chairman: Date:</p>	