

CLOPTON PARISH COUNCIL

Minutes of the Parish Council Meeting held at Clopton Village Hall at 7:30pm
On Thursday 26th July 2018.

<p>Present: Cllr Angwin (Chair) Cllr Fryatt Cllr Yallop Cllr Raffell</p>	<p>In Attendance: 3 Clopton Residents Mrs T Embury (Clerk) Miss K Bye (Clerk)</p>	<p>Apologies Cllr Pryke</p>
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<p>CPC057/18 Chairman’s Welcome Cllr Angwin welcomed everyone to the meeting and introduced Kay Bye, the new Parish Clerk.</p>	
<p>CPC058/18 District Councillor’s Report Deben Leisure Centre – The refurbished Deben Leisure Centre re-opened last month (June), and is proving to be extremely popular. Boundary Review – Suffolk Coastal put forward suggestions for the new boundary arrangements to be put into place for the creation of East Suffolk District. A one-member ward was suggested, to be called ‘Carlford Ward’. The Boundary Commissioner has reviewed the proposals and has proposed a different arrangement. There would still be a total of 55 members overall, but he is proposing that they have a much larger ward consisting of nineteen parishes, with two members, to be called ‘Carlford and Fynn Valley’. Public consultation on the draft recommendations will run from 3rd July until 27th August 2018. Comments are on: consultation.lgbce.org.uk Draft Local Plan Review – The first Draft of the Suffolk Coastal Local Plan is open for public consultation from 20th July until 14th September 2018. Documentation is being sent to all parishes via post. On receipt, Clopton PC will review the documentation and if required, a response will be submitted. Suffolk Waste Partnership Road Litter Campaign – Fifteen ‘Smart Litter Bins’ are being installed in trial locations across Suffolk in an effort to reduce littering on the county’s trunk roads. Quality of Place Awards – The awards recognise the effort being made by people across Suffolk Coastal to add to the quality of our environment by creating high quality designs in both the built and natural environment and helping to conserve our historic buildings. For more information or to complete a nomination form, go to: www.eastsuffolk.gov.uk/planning/design-and-conservation/suffolk-coastal-quality-of-place-awards</p>	<p>Cllrs</p>

<p>CPC059/18 Public Forum/Open Session Public Rights of Way – Debach Airfield – Cllr Angwin is trying to arrange a meeting with the landowners as a starting point for discussions. Potholes/parking - Shop Road/Rouse Hall – The Police will continue to monitor the area and deal with any vehicles that are parked illegally. The Police also advised contacting Suffolk Highways for advice to see if additional signage could be provided or yellow lines painted on the road. An email has been received from The Safety and Speed Management team advising that Clopton PC would need to identify a local funding source for this request. The Clerk will liaise with them to ascertain exactly what could be provided and the costs involved. Upon receipt of this information the PC could then ascertain if any funding was available. Junction Monewden Road & B1078 Road – The faded road markings were reported to SCC Highways and a response has been received. An officer visited and assessed the location but deduced that the defect does not warrant remedial action. They will continue to monitor the location as part of their routine inspections and if the matter worsens significantly they will take action. 30mph Speed Limit Sign Drabbs Lane – The writing has faded and the speed limit is no longer visible. This will be reported via the SCC Fault Reporting System.</p>	<p>Cllr Angwin</p> <p>Clerk</p> <p>Clerk</p>
<p>CPC060/18 Apologies Apologies were received from Cllr Pryke.</p>	
<p>CPC061/18 Declaration of Interests/Dispensation Applications Received There were no declarations of interest and no dispensation applications to consider.</p>	
<p>CPC062/18 To approve the minutes of the meeting held on Thursday 17th May 2018 The minutes were approved and signed as a true record. Proposer Cllr Raffell, Seconder Cllr Fryatt.</p>	
<p>CPC063/18 Matters Arising from the Minutes No matters arising.</p>	
<p>CPC064/18 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 £345.63 were authorised which included the Clerk’s salary and expenses. Prior to the meeting £84.60 was paid to HMRC for the Clerk’s tax. Proposer Cllr Fryatt, Seconder Cllr Raffell. 3. VAT Claim – A VAT claim for £139.17 was submitted and has been received into the current account. 	

<p>CPC065/18 Planning Matters</p> <ol style="list-style-type: none"> 1. Planning Decisions – DC/18/1684/PN3 High House Farm Barn, Shop Road <ul style="list-style-type: none"> - Permitted. DC/18/1601/VOC Catts Hill Farm, Clopton Green <ul style="list-style-type: none"> - Permitted. DC/18/1765/VOC Green Farm, Clopton Gren <ul style="list-style-type: none"> - Application withdrawn. 2. Planning Applications received – None. 3. Other planning matters – None. 	
<p>CPC066/18 Clerk</p> <p>Clerk’s resignation – Council accepted the Clerk’s resignation with effect from 31st July 2018 and thanked her for her work over the past four and a half years.</p> <p>Clerk’s appointment – The vacancy of Parish Clerk has been advertised, and Cllr Angwin announced the appointment of Miss Kay Bye as the new Clerk to Clopton Parish Council with effect from 25th July 2018. This will enable a one-week handover period to take place. The post is for 4 hours per week at a salary based on the current Spinal Column Point 15 on Scale LC1 of the pay scale agreed by the appropriate Local Council body (NJC for LGS) for Parish Clerks.</p>	
<p>CPC067/18 Defibrillator</p> <p>Cllr Angwin will complete the forms required to apply for funding of £1000 from District Councillor Fryatt’s Community Enabling Budget. On receipt of the money, the Community Heartbeat Trust will order the equipment. Volunteers are being sought to help clean up and paint the kiosk in readiness for the defibrillator installation. The paint has been donated by Crown Decorating Centres.</p>	<p>Cllr Angwin</p>
<p>CPC068/18 General Data Protection Regulations (GDPR)</p> <p>Clopton PC have now produced the policies required to comply with GDPR and these are displayed on the Clopton website.</p> <p>Councillors were issued with a copy of the Privacy Notice for Staff and Councillors.</p>	
<p>CPC069/18 Clerk’s Report on Urgent Decisions since the last meeting</p> <p>The Clerk had no urgent decisions to report.</p>	
<p>CPC070/18 Officer’s and Representative’s Reports</p> <p>There were no further reports.</p>	
<p>CPC071/18 Correspondence (for information)</p> <p>Clerk and Councils Direct for circulation.</p> <p>Village Hall minutes.</p>	
<p>CPC072/18 Matters to be brought to the attention of the Council for the next meeting</p> <p>None.</p>	
<p>CPC073/18 Dates of future meetings</p> <ul style="list-style-type: none"> • 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>	