

CLOPTON PARISH COUNCIL

Minutes of the Parish Council Meeting held at Clopton Village Hall at 7:30pm
On Thursday 19th September 2019.

Present:	In Attendance:	Apologies
Cllr Raffell - Chairman Cllr Fryatt Cllr Yallop Cllr Lye Cllr Gittoes Cllr Pitt	Miss K Bye (Clerk)	

<p>CPC075/19 Chairmans Welcome Cllr Raffell welcomed everyone to the meeting</p>	
<p>CPC076/19 Public Forum/Open Session County and District Councillors reports</p> <ul style="list-style-type: none"> County Councillor was not present District Councillors report – See link for full report http://clopton.onesuffolk.net/assets/Uploads/CPC-minutes/District-councillor-report-September-2019.pdf Topics in report are Ipswich Northern Route East Suffolk Council stance East Suffolk to battle climate change Community partnerships Local plan hearing Sizewell c stage 4 Public Rights of Way Debach Airfield Update – Unfortunately path rerouting is low priority and a slow process unless linked to planning applications and is also very expensive to sponsor. The application that footpath 5 relates to at Clopton Commercial Park has been withdrawn. The total cost to an applicant for a straightforward diversion order is likely to be in the region of £4000. The alternative is to create a permissive path with material costs up to £1750. Cllr. Raffell is still looking into solutions. Northern Bypass Consultation – CPC submitted their response as a result of the meeting on the 8th August. We have received acknowledgments from all recipients and more detailed responses from Councillor Gallant of East Suffolk Council and Councillor Ellesmere of Ipswich Borough Council see link. http://clopton.onesuffolk.net/assets/Uploads/CPC-minutes/Cllrs-Gallant-and-Ellesmere-response-to-Northern-Route-letter.pdf The consultation is now closed. 	
<p>CPC077/19 Apologies All councillors present</p>	
<p>CPC078/19 Declaration of Interests/Dispensation Applications Received There were no declarations of interest and no dispensation applications to consider in relation to this agenda.</p>	

<p>CPC079/19 Election of Vice Chairman – It was agreed to defer this item</p>	
<p>CPC080/19 Minutes</p> <ul style="list-style-type: none"> • To approve the minutes of the last meetings of the Council <ul style="list-style-type: none"> - Thursday 18th July 2019 The minutes were approved and signed as a true record Proposer Councillor Fryatt, Seconder Councillor Pitt - Thursday 8th August 2019 (Meeting to discuss Northern Route) The minutes were approved and signed as a true record Proposer Councillor Fryatt, Seconder Councillor Lye 	
<p>CPC081/19 Matters arising from the minutes</p> <ul style="list-style-type: none"> • Shop Road mirror – An enabling communities grant of £340 has been received and the mirror has been ordered. CPC thanked Cllr Fryatt and East Suffolk Council for supporting our community with this grant. The mirror is a valuable aid for all motorists using the Shop Road junction. The mirror will be put up as soon as it arrives. • Councillor training – Cllrs. Gittoes, Pitt and Lye will attend a two day Councillor training course run by SALC. The Clerk will arrange • Notice board replacement pane – Cllr. Raffell has installed the Perspex for the pane that was damaged in spring time, however the one remaining glass pane on the village hall notice board has been damaged. The council agree that this should be fixed and Perspex will be ordered by the Clerk at a cost of £54.08 inc VAT • ICO certification – The data protection fee has been paid and we have received our ICO certification. CPCs data protection procedure will be reviewed in due course. • Contact details change to Cllr Raffell & Clerk for Janus Henderson unit trust – A letter has been produced and signed at this meeting by Clerk and Chairman which hopefully will be the final step. • Implement formal internal controls procedure - The procedure was approved. A checklist will be reviewed with the Clerk annually by a non-signatory council member. • Fly tipping - The landowner has agreed to the removal of the items from their property. The Clerk and Chairman will facilitate the removal in due course. 	<p>Clerk</p> <p>Clerk</p> <p>Clerk and Chairman</p> <p>Clerk</p> <p>Clerk and Cllr.</p> <p>Clerk and Chairman</p>
<p>CPC082/19 Finance</p> <ul style="list-style-type: none"> • To receive financial report from the RFO inc balances at the bank <ul style="list-style-type: none"> - Payments of £460.83 authorised at the last meeting have cleared the bank with the exception of £15 yet to clear the bank - A £340 grant has been received from East Suffolk Council - The balance at the bank at 12th Sept for the Parish Council community account was £1529.78 - The Business Premium savings account balance is £2517.04 having received £1.25 interest - The Bomber Group savings account for war memorial maintenance balance is £181.45 having received 9p interest - The Yorkshire community savings account balance is £5063.62 - The Janus Henderson fixed interest unit trust for the war memorial value at 31st March 2019 was £1387.15 	

<ul style="list-style-type: none"> <p>• To receive and approve payments since last meeting and authorise cheques. Payments totalling £1268.06 as listed on the finance report were authorised. Those payments were: Clerks salary and expenses £467.50 Hall hire £15 Election fees £65.28 Insurance £222.28 see information below ICO Certification £40 * STOP Donation £50 * Traffic Mirror £408 *</p> <p>* These payments have been made prior to the meeting by Clerk and therefore cheques have been written to the Clerk as reimbursement.</p> <p>Proposer Cllr Pitt, Seconder Cllr Gitoes</p> <p>• To discuss simplifying Clerks printing expenses procedure As approved by SALC the council have agreed that the Clerk will claim for ink and paper purchased at cost rather than a claim per page printed. No printing expenses have been charged this financial year and any ink or paper purchased during this financial year will be claimed at next meeting.</p> <p>• To approve NALC changes to financial regulations The new NALC financial regulations model document has been amended as appropriate to CPC and has been approved by the council. In future prior to each meeting a non-signatory Councillor will review the bank reconciliation with the Clerk.</p> <p>• To review new Community Action Suffolk parish council insurance - CAS have changed underwriters to Royal Sun Alliance. This policy offers a comparable insurance as checked by Clerk. The council have agreed the cost of £222.38 for three years annual renewal. This is a saving of £21.85 annually.</p> 	
<p>CPC083/19 Planning Matters</p> <ol style="list-style-type: none"> <p>1. Planning Decisions – DC/19/1973/OUT Clopton commercial park application for extension to business park has been withdrawn.</p> <p>2. To consider planning Application DC/193497/FUL Erection of business units Clopton Commercial Park. Although there is no pecuniary interest involved therefore no requirement to leave the room Cllr Raffell refrained from comment as he knows the potential tenant of one of these units.</p> <p>The council maintain the support for the addition of small business units to help the growth of the business park, they are however very disappointed to see a storage facility on this planning application that is categorised B8 which will increase HGV traffic to the premises, on that basis the council are going to object to the application.</p> 	

<p>3. Planning Applications received after the agenda was produced - NONE</p> <p>4. Other planning matters – NONE</p>	
<p>CPC084/19 Sizewell C – Consultation</p> <p>CPC are concerned about the impact on the B1078 during the construction period as it is inevitable that a proportion of traffic traveling to the park and ride will use this route. The Clerk and Chairman will work on a response to the consultation prior to its cut off date of 27th September, that response will target vehicle speeds.</p>	Clerk and Chairman
<p>CPC085/19 To consider future aims for the council</p> <p>CPC are going to try to push for a speed limit along the B1078, specifically at the Shop Road and Manor Road junctions. This has been tried by CPC in the past however it is felt that another try should be made. Contact will be made to Dr Poulter MP to see if he is able to add his input, as will Cllr Vickery. CPC will arrange a village meeting to discuss ideas on how we as a village can approach this. The Clerk will circulate a date in due course.</p> <p>CPC are going to contact Anglian Water to ask them to look into how they can permanently rectify the constantly bursting water main along the B1078.</p>	Clerk Clerk/ Chairman
<p>CPC085/19 Litter Pick - Report on local interest following email suggestion</p> <p>There has been good local interest in a litter pick. This will be arranged in due course for a Saturday, with hot dogs being offered at the end for all involved at the village hall. East Suffolk Council will provide litter picking equipment.</p> <p>The Clerk and Cllr. Gittoes will independently carry out a litter pick/s along the B1078 during the early hours of a weekend when the traffic is at its minimum.</p>	Clerk Clerk and Cllr. Gittoes
<p>CPC086/19 Clerk’s Report on Urgent Decisions since the last meeting</p> <p>The Clerk had no urgent decisions to report</p>	
<p>CPC087/19 Officer’s and Representative’s Reports</p> <p>No reports received</p>	
<p>CPC088/19 Correspondence (for information)</p>	
<p>CPC089/19 Dates of future meetings</p> <ul style="list-style-type: none"> • Thursday 21st Nov 2019, 7.30pm, Village Hall, Parish Council Meeting. • Thursday 16th Jan 2020, 7.30pm, Village Hall, Parish Council Meeting. • Thursday 19th Mar 2020, 7.30pm, Village Hall, Parish Council Meeting. 	
<p><i>Meeting closed at 8.50pm</i></p>	
<p>Chairman:</p> <p>Date:</p>	