

CLOPTON PARISH COUNCIL

Minutes of the Parish Council Meeting held at Clopton Village Hall at 7:30pm
On Thursday 16th January 2020.

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| Present: Cllr Raffell - Chairman Cllr Fryatt Cllr Yallop Cllr Lye Cllr Gittoes | In Attendance: Miss K Bye (Clerk) 1 member of public | Apologies Cllr Pitt |
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| CPC001/20 Chairmans Welcome Cllr Raffell welcomed everyone to the meeting | |
| CPC002/20 Public Forum/Open Session County and District Councillors reports <ul style="list-style-type: none"> • County Councillor was not present • District Councillors summarised report – See link for full report http://clopton.onesuffolk.net/assets/Uploads/CPC-minutes/District-councillors-full-January-2020-report-.pdf <ul style="list-style-type: none"> - Local Plan - no set date for publish of inspectors report, expected time frame early Feb - Ipswich Northern Route, it is expected that consultation results analysis will be complete end of Jan. These results will be discussed at cabinet. - East Suffolk Greenprint forum – Climate change forum meetings in Lowestoft, shuttle bus is being put on. Next meeting 3rd Feb open to all. https://www.eastsuffolk.gov.uk/assets/Environment/Green-Issues/Flyers/Greenprint-Climate-Action-event-3-Feb-2020-.pdf - Community partnerships grants program – Next round of meetings kicking off 20th Jan. (Cllr Gittoes will be put forward as a nominee to attend) - Town and Parish budget review meeting carried out (Cllr Fryatt attended) - Planning procedure forum going ahead (Cllr Raffell booked to attend) - East Suffolk council to tackle parking issues from April 2020. <p>Public Rights of Way Debach Airfield Update – Cllr Raffell has had discussions with Suffolk County Council regarding our proposals and there is an on-site meeting with Suffolk Highways scheduled in January. CPC’s proposals will be discussed and the proposed route viewed, the meeting will also consider any concerns / alternative proposals from Suffolk Highways. Landowners will be informed that the meeting is happening. No negative feedback has been received from Burgh or Debach Parishes regarding the proposals to date.</p> | Chairman |

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| <p>CPC proposals were formulated to provide a reasonably acceptable solution between CPC and the landowners, if Suffolk Highways were to suggest alternatives that they would take forward, then that alternative would have to be considered.</p> <p>Church Lane The difficulties with using Church Lane have been reported to Suffolk Highways. The suggested solution is for CPC to organise a volunteer working party to carry out the required clearance work. For safety we feel this should be conducted in two stages, one small team to remove the major obstacles, fallen trees etc, secondly a hopefully larger team to prune back the hedges and smaller branches, and generally clear the path. A meeting in January has been arranged with the CPC Chairman and Clerk and Engagement Officer for Suffolk County Council Highways to discuss the proposed work. We will try to encourage SCC to do as much of the work as we can, but it will be important to get this lane cleared earlier rather than later.</p> <p>Footpath behind Clopton Church The Broken Direction Post has been reported and our understanding is that the landowner will spray off the route in the spring.</p> | <p>Chairman and Clerk</p> |
| <p>CPC003/20 Apologies Apologies received from Cllr. Pitt</p> | |
| <p>CPC004/20 Declaration of Interests/Dispensation Applications Received There were no declarations of interest and no dispensation applications to consider in relation to this agenda other than the existing dispensation granted for Cllr. Pitt regarding INR.</p> | |
| <p>CPC005/20 Election of Vice Chairman – It was agreed to defer this item</p> | |
| <p>CPC006/20 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 21st November 2019 (Parish Council meeting) <p>Proposer Cllr Yallop, Seconder Cllr Lye</p> | |
| <p>CPC007/20 Matters arising from the minutes</p> <ul style="list-style-type: none"> • Notice board replacement pane – Pane replaced – Project complete • Data protection policy <ul style="list-style-type: none"> - To date the handover of the emailing of Parish Council notifications to the Clerk has not been possible, it is therefore still pending. - The Policies under the Data protection section on the Clopton website have been updated with only minor changes required. - ICO have released a new work pack for parish councils to work through, the Clerk will go through this. If the workpack proves unhelpful there is a new online SALC training course (£17) to consider. • Should there be an event organised for the 75th anniversary of VE Day The VE Day 75 weekend of 8th - 10th May 2020, will be an international celebration of peace. The early May bank holiday has | <p>Clerk</p> <p>Clerk</p> <p>Cllr. Lye</p> |

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| <p>been swapped from the usual Monday to Friday 8th to allow it to be a bank holiday to celebrate VE day. Cllr Lye will investigate whether it is possible to have an appropriate film played in a public space in Clopton with food and drinks to get people together to celebrate.</p> <ul style="list-style-type: none"> • East Suffolk community partnerships – Last year the Clerk and Chairman attended a workshop to help to identify what the community partnership funding should be spent on in our geographic area. We have now received confirmation that the areas chosen were: Reduce social isolation and loneliness Environmental Care and Sustainable Transport Support People to Age Well Traffic and Road Safety <p>There will now be a round of meetings to further discuss these community partnerships and there is 1 place only allocated for parish council/meetings representatives in our geographic area. If a parish wishes to send a representative they have to nominate that person. The Clerk has questioned this restrictive limitation of 1 parish council/meeting representative in a group that has over 20 parishes and it is indeed only one to represent all, however they may allow another if they have multiple nominations. The town council Kesgrave receives an automatic representative invitation to the meetings. CPC are concerned that there could end up with no small parish representation and therefore Cllr. Gittoes has agreed to be nominated. The first meeting is in February.</p> | <p>Cllr. Gittoes</p> |
| <p>CPC008/20 Finance</p> <ul style="list-style-type: none"> - To receive The January 2020 Financial statement <p>The Clerks summary of the financial statement is as follows –</p> <p>Payments of £799.54 as authorised at the last meeting have been made and have cleared the bank. With the exception of Cheque 100666 for £15 and Cheque 100667 for £80 which have been sent but not yet cleared the bank.</p> <p>The only receipts have been interest payments into the two savings accounts - 9 pence for the bomber savings account and £1.26 for the Premium savings account</p> <p>The balances at the bank at 12th January were:</p> <ul style="list-style-type: none"> - Parish Council community account £1397.08 - The Bomber savings account £181.54 - The Premium savings account £ 2518.30 <ul style="list-style-type: none"> - To receive and approve payments since last meeting and authorise cheques. <p>No new payments have been received into the Community account</p> | |

| Payments for Approval | |
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| Clerks Salary Dec/Jan | £423.38 |
| Clerks Expenses Dec/Jan | £37.33 |
| TOTAL | £460.71 |

Proposer Cllr Gittoes, Seconder Cllr Lye

- **Bank reconciliation check** – Cllr Lye has checked and approved the current account bank reconciliation prior to this meeting.
- **To approve the 2020/21 Parish Council budget.**
It was raised by a Councillor that it seemed appropriate to further increase the Clerks working hours to closer represent the actual hours worked, however it was decided that any additional hour increase would not be implemented in this financial year. Therefore no amendments have been required to the draft budget (see minute reference CPC102/19).

Proposer Cllr Lye, Seconder Gittoes

- **Precept for 2020/21** – As per minute reference CPC102/19 the Clerk has submitted the Precept request at £4500, this is an £800 increase and is the first increase since 2014. The council agree that in future it would be better to increase the precept by smaller increments annually. We wait to hear if this increase is approved by East Suffolk Council.

CPC009/20 Planning Matters

1. **Planning Decisions** – DC/19/3497/FUL Erection of business units at Clopton commercial park is still pending decision
2. **To consider planning applications received after the agenda was produced.** – None
3. **Other planning matters** - None

CPC010/20 Ipswich Northern Route (INR) – CPC have discussed the apparent lack of back up from Cllr Vickery in relation to the opposition to the INR from the majority of his ward parishes including Clopton. CPC will write a letter to Cllr Vickery to inform him that we expect him to report on and represent the negative views of the majority of his Ward in upcoming SCC meetings in relation to the INR. A letter will also be written to all SCC cabinet members outlining our points of opposition prior to the cabinet meeting discussing INR as will the initial letter of opposition from CPC. STOP! will be informed of this action.

Chairman and Clerk

CPC011/20 B1078/79 Speed issues

- A second request for volunteers to form a working party has been sent gathering some more interest. A meeting has been booked on Tuesday 28th January. There are up to 8 people attending and this includes residents from Clopton, Debach and Burgh. The project will be run as a working party, this means that it is a short term parish project,

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| <p>it can include members of public from Clopton and other parishes. Meetings do not have to be carried out as public meetings, therefore the venue and dates are flexible. As it remains under CPC any venue bookings will be made and paid for by CPC. We will try to spread out the meeting locations around the parishes involved.</p> | |
| <p>CPC012/20 Clerk’s Report on Urgent Decisions since the last meeting</p> | |
| <p>CPC013/20 Officer’s and Representative’s Reports More fly tipping has been made along the B1078, there are three new sites of what looks like household waste dumped, all close to one another. East Suffolk Council are aware and are going to sort through the waste to look for identifying data to enable them to pursue the perpetrator. They may not however be able to remove the waste as it is not on the public highway. CPC will monitor this and consider removal in future. If anyone sees additional new fly tipping they are asked to report it https://www.eastsuffolk.gov.uk/waste/fly-tipping/how-to-report-fly-tipping/</p> | |
| <p>CPC014/20 Correspondence (for information) - Clerk and Councils Direct for circulation. -</p> | |
| <p>CPC015/20 Dates for Clopton PC Meetings for 2020/21</p> <p>Provisional dates agreed up to March 2021 for third Thursday of the month as follows:</p> <ul style="list-style-type: none"> - 21st May 2020 - Annual Parish Meeting and Parish Council Meeting - 16th July 2020 - Parish Council Meeting - 17th September 2020 - Parish Council Meeting - 19th November 2020 - Parish Council Meeting - 21st January 2021- Parish Council Meeting - 18th March 2021 - Parish Council Meeting - <p>These dates will be checked for hall availability and if available the dates will be considered confirmed and the hall will be hired accordingly.</p> | |
| <p>CPC016/20 Matters to be brought to the attention of the council for the next meeting –</p> <ul style="list-style-type: none"> - Litter pick for Spring 2020 - Lack of visible representation from SCC | |
| <p>CPC017/20 Dates of future meetings</p> <ul style="list-style-type: none"> • Thursday 19th Mar 2020, 7.30pm, Village Hall, Parish Council Meeting. | |
| <p><i>Meeting closed at 8.40pm</i></p> | |
| <p>Chairman: Date:</p> | |