

CLOPTON PARISH COUNCIL

Minutes of the Parish Council Meeting held Online at 7.30 pm
On Thursday 19th November 2020.

Present:	In Attendance:	Apologies
Cllr Raffell (Elected Chair) Cllr Fryatt Cllr Gittoes Cllr Pitt Cllr Lye	Miss K Bye (Clerk) SCC Cllr. Reeder 1 member of public	

<p>CPC082/20 Chairmans Welcome Cllr Raffell welcomed everyone to the meeting.</p>	
<p>CPC083/20 Public Forum/Open Session County Councillor’s Report Here is a link to the September and October SCC newsletter for Parishes which covers all aspects reported on by Cllr Reeder http://clopton.onesuffolk.net/assets/Uploads/CPC-minutes/September-2020-SCC-Parish-Newsletter.pdf http://clopton.onesuffolk.net/assets/Uploads/CPC-minutes/October-2020-SCC-Parish-Newsletter.pdf</p> <p>District Councillor’s Report Here is a link to the September update by Cllr Fryatt http://clopton.onesuffolk.net/assets/Uploads/CPC-minutes/November-Briefing-District-councillor.pdf</p> <p>Public Rights of Way Clopton Commercial Park/Airfield – This is ongoing nothing new to report.</p> <p>Clopton’s reduced bus service – A resident has brought to the council’s attention that the bus service has been reduced. The reduced service makes it only really a viable service for people who want to travel to Ipswich during normal work or education commuting hours, the timetable does not allow for part day visits such as medical visits or shopping trips. There is no same day return service anymore from Clopton to Woodbridge. Suffolk County Council have explained that this is due to the minimal usage of the bus service, they are not able to justify running buses that are not used.</p> <p>There is a service called connecting communities, when you need to make a journey within Suffolk Coastal District and there is no public transport you can make an advanced booking to be picked up and dropped off to an appropriate bus or train link point for onward travel or in some instances to your end destination if there is no transport link. This service is charged based on an average bus fare for journeys of the equivalent distance. It does have to be</p>	

<p>booked in advance so cannot be a spur of the moment thing and you will have to know what time you wish to travel both ways in advance. To use connecting communities call 01728 635 938 lines open Monday to Friday 8.45am to 4.00pm. or visit https://communities.suffolkonboard.com/</p> <p>It was discussed that a better more environmentally sound solution needs to be found to get people out of their cars and onto more efficient methods of transport, be that journey share, community public transport or walking/biking.</p>	
<p>CPC084/20 B1078/79 Speed issues – This item was brought forward in the agenda order by the Chairman. SCC Cllr. Reeder will arrange to come to Clopton post lockdown to look at the Shop Road junction on the B1078.</p>	
<p>CPC085/20 Apologies Apologies received from Cllr Pitt and Cllr Lye</p>	
<p>CPC086/20 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>CPC087/20 Election of vice chairman Deferred</p>	
<p>CPC088/20 To approve the minutes of the meeting held on Thursday 17^h September 2020 The minutes were approved and signed as a true record Proposer Cllr Pitt, Seconder Cllr Gittoes</p>	
<p>CPC089/20 Matters Arising from the Minutes An email has been circulated regards the current councillor vacancies</p>	
<p>CPC090/20 Finance Finance Report – The balances at the bank at 12th November were: Parish Council community account £ 2531.21 The Bomber savings account £ 181.68 The Premium savings account £ 2520.21</p> <p>November 2020 financial statement was approved and signed</p> <p>Authorisation of payments – Payments of £736.15 as authorised at the September meeting have been made. Of those payments cheques amounting to £36.39 have not yet cleared the bank.</p> <p>The 2nd instalment of £2250 for the precept was paid into the community account end of September</p> <p>Payments totalling £594.57 to be approved during this meeting are:</p> <ul style="list-style-type: none"> - Clerks salary Oct/Nov £470.18 <p>This includes the increase as per increased national salary scales and back pay associated with that.</p> <ul style="list-style-type: none"> - Clerks expenses Oct/Nov £25 - Website hosting fee (reimbursement to K Bye) £60 - Zoom fee (reimbursement to P Raffell) £14.39 	

<p>- Wreath (reimbursement to K Bye) £25</p> <p>Anglia EPC have been paid £300 – This payment was made between meetings as it was required within a week of the service. The service itself was approved at the last meeting.</p> <p>Proposer Cllr. Lye, Seconder Cllr. Pitt for finance reports and payments approvals.</p> <p>Bank reconciliation check – Cllr. Pitt has checked and approved the bank reconciliation in advance of the meeting.</p> <p>Initial consideration of 2020/21 Parish Council budget. It is estimated that in financial year 2020/21 we will be over budget by £1094.</p> <p>This is due to having not budgeted for the expenses associated with the new lease for the village hall, as shown in minutes of previous meetings. The anticipated costs associated with the lease are £1934 in total which will have to be taken from the general reserves. We anticipate however to be under budget on several items on the budget to the tune of around £850 this is largely due to reduced activities because of Covid 19 restrictions.</p> <p>The 2021/22 draft budget allows for a small percentage increase in the usual annual payments it also includes a payment of £180 to go into a new earmarked fund for Village Hall expenses, this will be set up as a fund to save for the next lease renewal in 2045 and as a buffer for any unexpected costs associated with the Village Hall.</p> <p>The budget draft allows for £4750 expenditure</p> <p>Draft budget available on website http://clopton.onesuffolk.net/clopton-parish-council/clopton-parish-council-accounts/budget-and-precept/</p> <p>Budget needs to be finalised at January meeting and the precept will be set at the January meeting.</p> <p>Clerks salary scales NALC have now agreed this financial years Clerks payscales. This has resulted in an increase of salary for the Clerk of 27p per hour bringing the hourly rate up to £10.04. Back pay has been applied on the October salary as this change is backdated to 1st April 2020</p>	
<p>CPC091/20 Planning Matters Planning Decisions – None Planning Applications received after the agenda was produced - No additional applications have been received</p> <ul style="list-style-type: none"> • Other planning matters – It was decided to shelve considerations regarding a neighbourhood plan until such a time as the Governments new planning white paper has been agreed as this could affect the validity of neighbourhood plans. 	

<p>CPC092/20 Quiet Lanes – Cllr Gittoes is looking into the possibility of promoting Clopton’s single track lanes as potential candidates in the quiet lanes scheme. If successful the identified single track lanes will receive signage to alert drivers that it is a quiet lane and they could meet pedestrians, cyclist and horse riders. If successful Clopton Parish Council will have to fund a small amount towards the scheme although the bulk of the costs will be paid by grant.</p>	
<p>CPC093/20 Village Hall Lease Renewal An EPC certificate has been obtained. A ‘D’ rating was achieved which is adequate to allow the hall to be leased. The lease process has temporarily slowed whilst the Village Hall Committee alter their charitable status, both solicitors have agreed that the current lease can remain in force until such a time as that has been achieved.</p>	
<p>CPC094/20 Clerk’s Report on Urgent Decisions since the last meeting The Clerk had no urgent decisions to report</p>	
<p>CPC095/20 Officer’s and Representative’s Reports A Community Partnerships meeting was attended by councillors however there is no specific news to report, it is an ongoing project.</p>	
<p>CPC096/20 Correspondence All relevant correspondence has been circulated by email</p>	
<p>CPC097/20 Matters to be brought to the attention of the Council for the next meeting None</p>	
<p>CPC098/20 Dates of future meetings</p> <ul style="list-style-type: none"> • 21st Jan 2021, 7.30pm, Village Hall, Parish Council Meeting. • 18th March 2021, 7.30pm, Village Hall, Parish Council Meeting • <i>Meeting closed at 8:50pm</i> 	
<p>Chairman:</p> <p>Date:</p>	