

CLOPTON PARISH COUNCIL

Minutes of the Parish Council Meeting held Online at 7.30 pm
On Thursday 21st January 2021.

Present: Cllr Raffell (Elected Chair) Cllr Gittoes Cllr Pitt Cllr Lye	In Attendance: Miss K Bye (Clerk) SCC Cllr. Reeder District Cllr. Hedgley	Apologies Cllr Fryatt
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<p>CPC001/21 Chairmans Welcome Cllr Raffell welcomed everyone to the meeting.</p> <p>CPC002/21 Public Forum/Open Session County Councillor’s Report Here is a link to the December SCC newsletter for Parishes which covers aspects reported on by Cllr Reeder</p> <p>http://clopton.onesuffolk.net/assets/Uploads/CPC-minutes/December-2020-Suffolk-County-Council-Monthly-Parish-Newsletter.pdf</p> <p>District Councillor’s Report Here is the link to the January update by Cllr Hedgley</p> <p>http://clopton.onesuffolk.net/assets/Uploads/CPC-minutes/District-Cllrs-Report-to-Clopton-PC-Jan-2021-.pdf</p> <p>In addition to the report East Suffolk council unlike some other district councils do intend to continue with the collection of the green recycling bins however that is dependent on the work force remaining well.</p> <p>New recycling instructions will be sent by leaflet as a reminder of what to do with waste.</p> <p>There will be a 0% Council tax increase this year.</p> <p>Public Rights of Way Clopton Commercial Park/Airfield – This is ongoing, suggestions have been sent to the landowner for review. The aim is to restore the historic footpath linkage from Clopton to Debach.</p> <p>Track to Church - The state of the track that runs from Newson Farm down to the Church was raised as a concern. The actual designated path runs between the two hedges and down to the ford and bridge in what becomes a stream like path. The fields on either side are considerably higher than the track as you get further towards the river. The field on the left side of the track as you travel towards the river has a grassed field margin. This runs parallel to the path, and</p>	
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<p>has been used by walkers at the kind discretion of the land owner during periods when the actual path has become difficult to walk. Unfortunately due to it's use by horse riders, this field margin has suffered severe damage over winter, and is now very cut up and practically unusable for walkers. The land owner is unhappy about this damage. Whilst he is sympathetic to use of the field margin by walkers and is attempting to resolve the situation with those concerned, if it is not resolved he would like to inform the village via the parish council that with regret, he will be forced to restrict the natural access to this grass track for all users.</p> <p>Please note that this is for information only, this is not a Parish Council matter as is on private land and is not in the remit of the Parish Council for resolution.</p> <p>As a reminder the Parish Council cannot become involved in any private issues.</p>	
<p>CPC003/21 Apologies Apologies received from Cllr Fryatt</p>	
<p>CPC004/21 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>CPC005/21 Election of vice chairman Deferred</p>	
<p>CPC006/21 To approve the minutes of the meeting held on Thursday 19^h November 2020 The minutes were approved and signed as a true record Proposer Cllr Lye, Seconder Cllr Gittoes</p>	
<p>CPC007/21 Matters Arising from the Minutes None</p>	
<p>CPC008/21 Finance Finance Report – The balances at the bank at 15th January were: Parish Council community account £ 1936.64 The Bomber savings account £ 181.68 The Premium savings account £ 2520.27</p> <p>January 2021 financial statement was approved and signed</p> <p>Authorisation of payments – Payments of £594.57 as authorised at the November meeting have been made. Of those payments cheques amounting to £14.39 have not yet cleared the bank.</p> <p>An interest payment of 6 pence was paid into the business premium account. No interest was paid into the Bomber account</p> <p>Payments totalling £474.47 to be approved during this meeting are:</p> <ul style="list-style-type: none"> • Clerks salary Dec/Jan £435.08 • Clerks expenses Dec/Jan £25 • Zoom fee (reimbursement to P Raffell) £14.39 	

Proposer Cllr. Pitt, Seconder Cllr. Lye for finance reports and payments approvals.

Bank reconciliation check – Cllr. Pitt has checked and approved the bank reconciliation in advance of the meeting.

To approve 2020/21 Parish Council budget.

A draft budget has been circulated for consideration at this meeting. This 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 has been 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.

The budget draft allows for £4750 expenditure

Draft budget available on website <http://clopton.onesuffolk.net/clopton-parish-council/clopton-parish-council-accounts/budget-and-precept/>

This budget has been approved however please also refer to the precept notes below.

Proposer Cllr. Pitt, Seconder Cllr. Gittoes for budget approval

To set 2020/21 Parish Council Precept

CPC understand that it has been an unusually difficult time financially for residents and therefore do not wish to increase the precept from last year's amount of £4500. Although the budget is set for a higher amount any difference will be taken from the general reserves.

East Suffolk Council have allocated one off grants to reduce the amount of precept that parish councils have to ask from tax payers, for CPC that grant is £61. As such CPC will be applying for a precept payment of £4439

Proposer Cllr. Gittoes, Seconder Cllr. Lye for precept

Assign new payroll supplier

Ladywell Accountancy are going to cease trading at the end of March. The Clerk has sought out new suppliers and has found SALC to be the only local supplier who is remotely comparable cost wise. SALC can offer bi monthly payslip production in line with the number of meetings that we have for £45 plus VAT. If we were to have monthly payslips as we currently do the price would be £90 plus VAT. As the Clerk is paid by cheque following the bi monthly meetings it has been decided that bi monthly payslips are adequate and SALC will be asked to take over payroll following the March year end.

CPC009/21 Planning Matters

Planning Decisions – As agreed minute ref CPC102/20 an objection was put in regarding DC/20/5052/OUT. No decision has been made by East Suffolk Council as yet

<p>Planning Applications received after the agenda was produced - No additional applications have been received Other planning matters – None</p>	
<p>CPC010/21 B1078/9 Speed issues Cllr Raffell is putting together a report in an attempt to justify a speed limit at the Shop Road/Manor Road junction as this is the area of most risk to children and other local residents.</p>	
<p>CPC011/21 Quiet Lanes – CPC have concluded that the quiet lanes scheme is not one that will be actively pursued. Otley Parish has made contact regarding High House Road which runs from Clopton to Otley, they would like to try for Quiet Lane status on that road. CPC have indicated that they are willing to consider Otley use up part of our allocation of the councils funding, if that is an option.</p>	
<p>CPC012/21 Village Hall Lease Renewal 25 year Lease to be exchanged soon.</p>	
<p>CPC013/21 Discuss the draft Historic Environment Supplementary Planning Document The document has been reviewed and in relation to Clopton village and CPC do not see a requirement to respond in objection to this consultation.</p>	
<p>CPC014/21 Dates for Clopton PC Meetings for 2021/22 Following the 3rd Thursday pattern the next set of meetings shall be carried out on: Thursday 20th May 2021 Thursday 22nd July 2021 Thursday 16th September 2021 Thursday 18th November 2021 Thursday 20th January 2022 Thursday 17th March 2022</p>	
<p>CPC015/21 Clerk’s Report on Urgent Decisions since the last meeting The Clerk had no urgent decisions to report</p>	
<p>CPC016/21 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>CPC017/21 Correspondence All relevant correspondence has been circulated by email</p>	
<p>CPC018/21 Matters to be brought to the attention of the Council for the next meeting Co-option of new councillors if applicable</p>	
<p>CPC019/21 Dates of future meetings</p> <ul style="list-style-type: none"> • 18th March 2021, 7.30pm, Village Hall, Parish Council Meeting • <i>Meeting closed at 8:55pm</i> 	
<p>Chairman:</p> <p>Date:</p>	