

CLOPTON PARISH COUNCIL

Minutes of the Parish Council Meeting held at Clopton Village Hall
On Thursday 20th January 2022 at 7.30 pm.

Present: Cllr Raffell (Elected Chair) Cllr Gittoes Cllr Fryatt (Vice Chair) Cllr Bright	In Attendance: Miss K Bye (Clerk) 1 Resident SCC Cllr Bryce	Apologies Cllr Lye Cllr Pitt
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<p>CPC001/22 Chairmans Welcome Cllr Raffell welcomed everyone to the meeting.</p> <p>CPC002/22 Public Forum/Open Session County Councillor's Report See Suffolk County Councillors full report, link below. http://clopton.onesuffolk.net/assets/Uploads/CPC-minutes/January-SCC-Monthly-Parish-Report.pdf B1078 speed issues. See B1078 section below</p> <p>District Councillor's Report Here is the link to the September update by Cllr Fryatt http://clopton.onesuffolk.net/assets/Uploads/CPC-minutes/January-East-Suffolk-Councillor-Parish-Report.pdf</p> <p>Village Sign on B1078 – A carpenter in the village has been approached and has agreed to carry out the work, this will be chargeable in the region of £200. The post will be delivered direct to the carpenter. The councillors have agreed to the expenditure in the previous meeting and again in this meeting for the post and for any carpentry. The siting of the sign has been discussed and it has been agreed that the original site is the most suitable therefore it will be put back in the same location.</p> <p>Phone Box - The Clerk has cleaned both the phone box and the traffic mirror The Defibrillator is recorded to have been used, however all emergency packs are still present and sealed. The Clerk has cleaned the unit and it has been recommissioned ready for further use.</p> <p>Dog Poo – There have been incidents of dog mess on the village playing field and bags of dog mess left by the football goals and the glass recycling. Please</p>	<p style="text-align: right;">Clerk</p>
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<p>clear up after your dog and dispose of the mess in the bin which is sited at the top of the concrete road near the small gate to the playing field. The purchase of another Fido bin will be investigated by the Parish Council with a view to placing it near the entrance of the car park of the village hall to help to encourage people to dispose of their dogs mess.</p>	
<p>CPC002/22 Apologies Cllr Lye and Cllr Pitt</p>	
<p>CPC003/22 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>CPC004/22 To approve the minutes of the meeting held on Thursday 18th November 2021 The minutes were approved and signed as a true record</p> <p style="text-align: center;">Link to November 2021 meeting minutes</p> <p>Proposer Cllr Fryatt, Seconder Cllr Bright</p>	
<p>CPC005/22 Matters arising from the minutes The Clerk has sent round a request to residents to let CPC know of any accidents or near misses and also to inform the police of any accidents as police figures are what SCC use to assess risk.</p> <p>The Clerk has received endorsement from Cllr Bryce and has submitted the response to SCC for the lorry route consultation as per minutes of previous meeting.</p> <p style="padding-left: 40px;">The 3 areas reported on were – The entire length of the B1079 throughout village Drabbs Lane B1078 Clopton Corner</p>	
<p>CPC006/22 Finance Finance Report – The balances at the bank at 8th January were: Parish Council community account £ 555.63 The Bomber savings account £ 181.68 The Premium savings account £ 2520.51</p> <p>January 2022 financial statement was approved to be signed</p> <p>Authorisation of payments – All payments authorised at the November meeting have been made. All cheques issued have cleared the account.</p> <p>Payments totalling £658.07 to be approved during this meeting are:</p> <p style="padding-left: 40px;">Clerks salary Dec/Jan £435.07 Clerks expenses Dec/Jan £25 Community Heartbeat trust £198</p> <p>As approved in the July meeting money will need to be transferred from the savings account to compensate for the payment to Birketts solicitors made earlier this year which was an unbudgeted amount to be taken</p>	<p>Clerk</p>

from the general reserves. The Clerk will only transfer that which is needed until the next precept payment is received, rather than the full amount paid to Birketts.

Proposer Cllr. Gittoes, Seconder Cllr. Bright for finance reports and payments approvals.

- **To discuss payment card for Clerks Parish Council use –**
The Clerk has been to the bank to discuss and it is not possible for the bank to issue either a payment card or a credit card on this account therefore the Clerk will continue to pay for items up front and claim them back at the next meeting.

For Jubilee event expenses our financial regulations allows for a duly delegated committee to authorise payments of more than £100 and the Clerk can instigate payments of less than £100 between meetings. Therefore if a cheque needs to be raised between meetings for this event it can be done. We can only do this within the budgeted amount for the event, any overspend that seems likely has to be approved by council first.

- **Bank reconciliation check –** Cllr. Pitt has checked and approved the bank reconciliation in advance of the meeting.
- **To approve the 2021/22 Parish Council budget.**

The draft budget was discussed at the previous meeting and presented for approval 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 the earmarked fund for Village Hall expenses that 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.

£313.85 from General reserves is to be allocated for the Jubilee celebrations and the existing earmarked fund for future fetes of £186.18 will be available also for this event giving the event a budget of £500.

The budget draft allows for the following expenditure:
£4777 from the precept
£313.85 from general reserves
£186.16 from existing earmarked funds.

The budget was approved Proposer Cllr Gittoes, Seconder Cllr Bright

- **To set the 2021/22 Parish Council precept.**
The precept has been recommended at £4750 based on the expenditure in the now agreed budget. This is higher than the 2021/22 precept which was kept at the previous year's amount to help parishioners during the coronavirus uncertainty.

<p>A precept of £4750 for 2022/23 was agreed and approved by council and the Clerk shall submit the request.</p> <p>Proposer Cllr Fryatt, Seconder Cllr Gittoes</p>	<p>Clerk</p>
<p>CPC007/22 Planning Matters</p> <ul style="list-style-type: none"> • Planning Decisions – To receive planning decisions - DC/21/4614/FUL – 1 Market Hill Cottages Market Hill Clopton Woodbridge Suffolk IP13 6SB Construction of first floor addition to rear of property – CPC supported this application, still awaiting decision by East Suffolk Council. <p>DC/21/3303/OUT- Clopton Commercial Park Debach Airfield Clopton IP13 6QT Extension to business park with erection of one and two story units – East Suffolk Council have refused this application</p> <p>DC/21/5338/FUL - 2 Otley Road Clopton IP13 6QQ Erection of the two storey side to rear extension, a single storey rear extension, and installation of a rear dormer – CPC had no objections to this application, awaiting decision by East Suffolk Council</p> <p>DC/21/5534/FUL Clopton Commercial Park Debach Airfield Clopton Woodbridge Suffolk IP13 6QT - Construction of single storey extension to business unit Unit 17 – CPC support this application, awaiting decision by East Suffolk Council</p> <p>Planning Applications received after the agenda was produced - No additional applications have been received</p> <p>Other planning matters – As agreed the Chairman spoke in support of planning application DC/21/3303/OUT- Clopton Commercial Park Debach Airfield Clopton IP13 6QT at the Committee hearing. The application was however refused at this committee hearing.</p>	
<p>CPC008/22 2022 Jubilee Beacon lighting event on Thursday June 2nd at 9.15pm. A Village Fete Friday 3rd June</p> <p>Plans are ongoing, there has been very good support from local businesses in Clopton and surrounding areas who have kindly pledged various forms of support.</p> <p>A band and dancing team have been secured. A stage needs to be secured, probably a flatbed artic trailer if anyone has one?</p> <p>A pram race will be carried out along Manor Road (see flyer)</p> <p>Advertising has started via facebook, a newsletter and it will be featured in Grundisburgh news, A flier will be distributed.</p> <p>A call for volunteers has been made and a request for marquees.</p>	<p>Jubilee Committee</p>

<p>Stalls will be provided.</p> <p>Any proceeds raised will be distributed to: Clopton Village Hall Riding for the Disabled Woodbridge and District Suffolk Air Ambulance</p>	
<p>CPC009/22 B1078/9 Speed issues Cllr Raffell and Cllr Bryce arranged and attended a site visit on 22nd December 2021, with the SCC highways Officer for our area and the SCC Cabinet member for highways. The meeting was to discuss the hazards due to the high volumes of traffic and their associated speed along both the B1078 and B1079. Manor road and Shop Road junctions specifically were reviewed and driven to clearly illustrate the particular issues in the area. The dangers posed to motorists and pedestrians were discussed at length. Unfortunately, the junctions do not fit SCC’s standard criteria for a traditional speed limit, however having viewed the junctions it was acknowledged that the junctions and road are by their nature hazardous to both drivers and pedestrians. SCC recognised that safety improvement measures were necessary and agreed to consider options.</p> <p>Since that meeting Cllr Bryce has been working with SCC Highways towards a positive workable solution and continues to do so.</p>	
<p>CPC010/22 Village Hall The village hall committee have been busy looking after the hall and associated equipment, a small summary of their efforts include but by no means encompass all that is being done by the team: Village Hall outside lights have been vandalised and require replacement A hedge has been cut and will regenerate in spring. Toddlers play equipment is being investigated Jobs as suggested by RoSPA have been carried out. Lights are under consideration</p>	
<p>CPC011/22 Clerk’s Report on Urgent Decisions since the last meeting</p> <ul style="list-style-type: none"> • None 	
<p>CPC012/22 Officer’s and Representative’s Reports</p> <ul style="list-style-type: none"> • None 	
<p>CPC013/22 Correspondence All relevant correspondence has been circulated by email</p>	
<p>CPC014/22 Matters to be brought to the attention of the Council for the next meeting –</p>	
<p>CPC015/22 Dates of future meetings</p> <ul style="list-style-type: none"> • 17th March 2022, 7.30pm, Village Hall, Parish Council Meeting. 	
<p><i>Meeting closed at 8:50pm</i></p>	
<ul style="list-style-type: none"> • Chairman: • Date: 	