

CLOPTON PARISH COUNCIL

Minutes of the Parish Council Meeting held at Clopton Village Hall
On Thursday 28th July 2022 at 7.30 pm.

<p>Present: Cllr Raffell (Elected Chair) Cllr Fryatt (Vice Chair) Cllr Bright Cllr Pitt</p>	<p>In Attendance: Miss K Bye (Clerk) 14 residents</p>	<p>Apologies Cllr Lye Cllr Gittoes</p>
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<p>CPC054/22 Chairmans Welcome Cllr Raffell welcomed everyone to the meeting.</p> <p>Given the number of residents attending specifically for the planning section it was agreed at the discretion of the Chairman to alter the order of the meeting to carry out the planning section before the Finance section to facilitate those residents who needed to leave promptly. The rest of the running order of the meeting was to remain the same.</p>	
<p>CPC055/22 Public Forum/Open Session County Councillor’s Report County Councillor unable to attend.</p> <p>District Councillor’s Report Here is the link to the July update by Cllr Fryatt</p> <p>District Councillors July 2022 report</p> <p>Village Sign on B1078 – Village hall sign has been installed and was in situ for the Jubilee event, no additional expenses have been incurred.</p> <p>Rouse Hall Estate – Chairman has been in contact with New Tide homes (NTH). Answers to some of the queries have been made however the requested site report from them has not been forthcoming.</p> <p>It has been ascertained from NTH that: Tenants are responsible for upkeep of their own grass frontage. Parking on grass frontage is not allowed. There is no restriction on vehicles in tenancy. There is no restriction on work vehicles in tenancy. NTH do not take responsibility of parking issues and believe that to be the remit of the police. In actuality parking compliance issues have been taken over from the police by East Suffolk Council. In essence NTH are unable to act on any parking issues on the highway.</p> <p>Village Hall Update from newly elected Chairman – Clopton Village Hall Committee were delighted with the Jubilee events and praised everyone involved in the organisation and attendees of those events. They hope that the events attended by so many residents highlight the value of the Village Hall and playing field to the local community and look</p>	

<p>forward to the hall hopefully being used in such a way again for the benefit of the local community.</p> <p>The Village Hall is run by the Village Hall Committee which is a group of volunteer residents. To function as a committee a minimum of 5 members are required as voted in at the annual meeting.</p> <p>As a reminder the village hall constitution defines that all residents of Clopton and Debach have rights as voting members at the Annual Village Hall Committee meeting. Residents of Clopton and Debach are also given a discount for hall bookings.</p> <p>At the recent Annual meeting 6 members of public inclusive of the incumbent committee members attended.</p> <p>2 Committee members stepped down after serving for a number of years and who have over the years added highly valued input into the team.</p> <p>3 existing Committee members have kindly agreed to continue. Two new Committee members have joined - John Dawson who was previously helping as a volunteer doing odd jobs, John was also elected as Chairman, and Julie Gittoes as Secretary. Julie is also a Parish Councillor. The Village Hall Committee are pleased with the link to the Parish Council and would like additional Parish Councillor involvement if it were possible.</p> <p>With these new recruits the minimum number of members was reached and subsequently 1 other member has agreed to be co-opted. However a plea is being made for more Committee members to step up to add new energy and ideas to the existing team to help make the most of this important Village facility. John would in time like to return to his preferred role of odd job man.</p> <p>To be a Committee member the commitment is for only 4 meetings a year the next meeting is 20th October. Please contact cloptonnews@gmail.com if you are interested in joining the team.</p>	
<p>CPC056/22 Apologies Cllr Lye and Cllr Gittoes</p>	
<p>CPC057/22 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>CPC058/22 To approve the minutes of the meeting held on Thursday 18th May 2022 The minutes were approved and signed as a true record</p> <p>Minutes of Annual Parish Council meeting - 18th May 2022</p> <p>Proposer Cllr Pitt, Seconder Cllr Bright</p>	
<p>CPC059/22 Matters arising from the minutes The Clerk has contacted Heelis and Lodge to request that they carry out the next internal audit they have agreed to this. The Clerk has reported the repeated damage to the Anglian Water cover at the bottom of Catts Hill.</p>	

CPC060/22 Planning Matters

To receive planning decisions:

DC/22/0937/FUL - The Oaks, Workshop Snipe Farm Road Clopton Suffolk IP13 6SL Demolition of 2no existing buildings and replacement with 2no new buildings in same locations. – CPC supported this application. Permitted by East Suffolk Council.

To consider planning applications:

Ref. No: DC/22/2661/FUL - [Erection of agricultural building and access track - Land East Of Willow Tree Cottage Clopton IP13 6SQ](#)

Cllr Lye and Cllr Raffell have viewed the site from the road as were unsure of the siting of the building, following that visit they are happy with the application. All councillors attending this meeting voted in favour of the application.

A response will be sent to East Suffolk Council.

Ref. No: DC/22/2420/FUL - [Intensification and expansion of the site's existing HGV operating centre to occupy the full extent of Hill Farm. - Hill Farm Drabs Lane Clopton Woodbridge Suffolk IP13 6SP](#)

14 residents attended the meeting including the applicants in relation to this application.

Members of the public were invited to join in a question and answer session and to put forward their comments/concerns on the application. As the applicant was present the majority of answers were made directly by them. Below is a summary of that discussion.

Question, How many HGV movements are there envisaged to be on the roads each day.

Answer, The planning application is for up to 16 HGVs in total on the site.

Currently the plan for parking is for 8 HGVs and they will be comprised of 6 rigid hook loader lorries as used by FCC the waste recycling company and 2 articulated lorries also used by FCC. These HGVs will be leaving the site in the morning and returning in the afternoon, these movements are not restricted to week days.

The site already has planning permission in place for 8 HGVs on site, this comprises of 8 Cabs known as Tractor units and 8 Trailers.

- Note from application - The number of 16 is made up from 4 Commercial vehicles in the workshop and 8 – 12 HGVs that will be using the site as parking

Question, What is the nature of the business?

Answer, The applicant wishes to downsize and move the works to land owned close to his home. He stated that the vision for the proposed

business at the Drabbs Lane site will include:

- The repair and service of HGVs including those belonging to FCC that will be using the site as parking.
- MOTs up to class 7 this includes cars and light commercial vehicles
- Garage for car maintenance

Residents comments -

- The local road system is already suffering with traffic travelling at inappropriate speeds and high volumes of cars and HGVs.

- A rural village such as Clopton is an inappropriate venue for a venture such as this.

It is misleading to call it an extension as the site has been unused for many years.

A 100 meter long warehouse is an enormous building and we can only imagine that it will house specialised heavy equipment needed for the business to operate, that machinery in and of itself will generate more traffic as it will require servicing.

The existing HGVs that use the local road network already cause damage to the roads themselves, trees lining the roads, banks and verges. These existing HGVs already cause a road safety issue for all types of users on the local roads.

A building of this size situated where it is proposed is going to be a blot on the local rural landscape.

Question, You have stated that you are downsizing, how many sites are you closing?

Answer, 1 of the existing 2 sites.

Question, Where will the abnormal loads be operating from?

Answer, The remaining existing site.

Note - Clerk was unable to discern and note which site that was.

Question, Will abnormal load vehicles and trailers be serviced from the proposed Drabbs Lane site?

Answer, Yes

Residents Comments/concerns – These abnormal load low loader vehicles are the largest of vehicles, they are not normal HGV vehicles and local roads are unsuitable for such vehicles.

The building design of this length and height suggests that future expansion of HGVs on the site is plausible.

Applicants Comment – All movements of abnormal loads themselves have to be notified in advance to the police, highways and bridge authorities. All routes are checked in advance by these authorities and if roads are unsuitable permission is not granted for the movement.

Residents Comments/concerns – As a long term resident I can recall Hill Farm started off as a small collection of agricultural buildings used as a

small scale hay and straw business, for this business a larger barn was built which has subsequently burnt down. The business was taken over by the son and he operated a small scale general haulage business with permission for 4 HGVs. A later application for 8 HGVs was granted however there was never evidence of increase in business size. Once the barn burnt down permission was granted for an agricultural building to be built as a replacement however it was never built and the site remained largely unused. Although it is likely that this new application ticks some planning criteria boxes it is an application for a very different business to that which was previously at the site. When the previous lorry study was carried out, it was acknowledged that the road system was inappropriate for HGVs but as there were no alternatives the one way system was put in place that is outlined today in the lorry route plan.

Question, To Parish Council – Will this set a precedent for more industrial units

Answer, District Councillor – It could be cited in future planning applications if it were built.

Question, How big is existing barn

Answer, From memory 80 feet wide and 60 feet deep.

Residents comment/concerns – Surrounding infrastructure is not adequate for this application. The roads are already in a constant state of disrepair with the current volume of heavy vehicles.

Question, To Parish Council – The site currently has planning permission for 8 HGVs is this planning in perpetuity

Answer, Yes

Residents comment/concerns – I have never seen more than 2 complete HGVs at the now derelict site. It is a significant increase from 2 to 16. Drabbs lane is not suitable for vehicles of this size. Drabbs Lane is already a hazardous road as it is used as a racetrack by cars and bikers.

Question, What is the definition of an HGV, is there a size limit.

Answer, No there is no restriction on HGV size.

Question, To Parish Council, can resident attendees of this meeting respond in their own right to the application as well as the Parish Council

Answer, Residents can respond to planning applications in their own right.

End of public section

<p>Parish Council section</p> <p>Thanks was given to all contributors.</p> <p>CPC agree with resident's comments and concerns regarding the application. In addition to those concerns listed above CPC also note that:</p> <p>The current one way system in place on the lorry route is often disregarded which already causes issues due to the narrow areas in the roads.</p> <p>CPCs stance is always one of concern regarding increase in HGV traffic which has been documented in the recent lorry route survey.</p> <p>The size of the operation is of concern in the proposed site location.</p> <p>Noise from the site will travel and historically HGV reversing beepers have been heard from the site at houses in Birds Hill. Noise from the site during the proposed hours of operation impacting the general local area and homes is of concern.</p> <p>The impact of this application on the immediate neighbour is of particular concern. When the planning application went to appeal for the increase from 4 to 8 HGVs on site the appeal inspector noted that Hill Farm House is close to the site but stated that there were farm buildings between the dwelling and the vehicle access at that time. The Inspector wrote that the buildings acted as a suitable buffer to limit the effect of the noise. This new proposed application will remove those buffering buildings altogether and operations appear to be directly behind and beside Hill Farm House, in addition a new access is proposed to be next to Hill Farm House.</p> <p>The building proposed is so large and high CPC believe that it will have a negative visual impact on the surrounding rural area.</p> <p>Councillors took a vote on the application and were unanimously opposed, a response will be sent to East Suffolk council.</p> <p>Planning Applications received after the agenda was produced - No additional applications have been received</p> <p>Other planning matters – None</p>	
<p>CPC061/22 Finance Finance Report –</p> <p>The balances at the bank at 20th July were: Parish Council community account £ 6333.37 The Bomber savings account £ 181.69 The Premium savings account £ 1720.70</p> <p>A cash amount of £ 2416.95 has been paid into the community account, this is the cash takings from the Jubilee events, and this will be distributed as outlined in the jubilee section of the meeting.</p>	

<p>Interest payments of 1 p into the Bomber account and 14p into the business premium account have been received.</p> <p>July finance report was approved.</p> <p>Authorisation of payments – All payments authorised at the May meeting have been made and those cheques have cleared the account.</p> <p>Between meetings payments of: £136.92 has been made to Cllr Pitt to reimburse her for expenses incurred for catering for the Jubilee bbq. This will come from the Jubilee expenses budget as already approved.</p> <p>And £302.51 to Suffolk Norse for the supply and installation of the Fido bin by the Village Hall gateway. This purchase was approved at the March meeting.</p> <p>Payments totalling £507.43 to be approved during this meeting are:</p> <p>Clerks salary Jun/Jul £442.43 Clerks expenses Jun/Jul £25 Reimbursement to Clerk for ICO certification renewal £40</p> <p>Proposer Cllr. Bright, Seconder Cllr. Pitt for finance reports and payments approvals.</p> <ul style="list-style-type: none"> • Bank reconciliation check – Cllr. Pitt has checked and approved the bank reconciliation in advance of the meeting. 	
<p>CPC062/22 B1078/9 Speed issues As a recap for the residents present the Chairman has met with SCC Head of Highways and the Highways Office at the site of the Shop Road and Manor Road junctions to review the issues residents face at these junctions. They agreed that the junctions are difficult and were going to submit suggestions, however they were not swayed that a speed limit was required as police would be unable to support it. CPC have not yet heard back from SCC and Cllr Raffell has therefore chased in letter and email form asking for a response and acknowledgement that there is an issue at these junctions. Cllr Raffell is attending a police road safety workshop on 29th July and SCC Highways representatives will be present therefore he will chase in person.</p>	
<p>CPC063/22 Village Hall See Public session for Village Hall notes</p>	
<p>CPC064/22 2022 Jubilee After an incredibly successful two events the total takings were: £301 via Just Giving £2416.95 cash (as counted by Barclays Bank) £125 Bar % of takings, although this has yet to be received. Total £2842.95</p> <p>The Clerk has paid the cash into the parish council bank account and is awaiting the receipt from the Bar.</p> <p>Money spent on the two events was £516.47 in total.</p>	

<p>Of this amount £176.92 will be taken from the existing fete expenses earmarked fund (leaving £9.23 in the fund) and the remaining £339.55 will come out of general reserves.</p> <p>This is only £16.47 over budget which for a 2 day event is a credit to the committee, and the generosity of all who sponsored and contributed.</p> <p>The events committee have requested that each charity be gifted £800 from the takings leaving an amount of £442.95 to hold as an earmarked fund for future events.</p> <p>Proposer Cllr. Fryatt, Seconder Cllr. Pitt for charity gifting and funds set aside as earmarked funds as detailed above.</p> <p>The Clerk will arrange payments to the Village Hall, The East Anglian Air Ambulance and Riding for the Disabled Woodbridge and District once the money has been received from the bar.</p> <p>CPC would like to extend thanks to the myriad of volunteers who helped run and set up the events, the performers, the incredible caterers, the dog show hosts, all contributing local businesses, the Village Hall committee, the many sponsors, and everyone who attended, thanks for making it such a success. Lastly special thanks must go to the events committee who did such a fantastic job.</p>	
<p>CPC065/22 Possible Litter pick – This item has been deferred to the next meeting.</p>	
<p>CPC066/22 Clerk’s Report on Urgent Decisions since the last meeting</p> <ul style="list-style-type: none"> • None 	
<p>CPC067/22 Officer’s and Representative’s Reports</p> <ul style="list-style-type: none"> • None 	
<p>CPC068/22 Correspondence All relevant correspondence has been circulated by email</p>	
<p>CPC069/22 Matters to be brought to the attention of the Council for the next meeting – None</p>	
<p>CPC070/22 Dates of future meetings agreed</p> <ul style="list-style-type: none"> • 15th September 2022, 7.30pm, Village Hall, Parish Council Meeting. • 17th November 2022, 7.30pm, Village Hall, Parish Council Meeting. • 19^h January 2023, 7.30pm, Village Hall, Parish Council Meeting. • 16th March 2023, 7.30pm, Village Hall, Parish Council Meeting 	
<p><i>Meeting closed at 8:45pm</i></p>	
<ul style="list-style-type: none"> • Chairman: • Date: 	