

CLOPTON PARISH COUNCIL

Minutes of the Parish Council Meeting held at Clopton Village Hall
On Thursday 29th September 2022 at 7.30 pm.

Present: Cllr Raffell (Elected Chair) Cllr Fryatt (Vice Chair) Cllr Bright Cllr Lye Cllr Gittoes	In Attendance: Miss K Bye (Clerk)	Apologies Cllr Pitt
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CPC071/22 Chairmans Welcome Cllr Raffell welcomed everyone to the meeting.	
CPC072/22 Public Forum/Open Session County Councillor's Report Here is the link to the September update by Cllr Bryce Suffolk County Councillors September report	
District Councillor's Report Here is the link to the September update by Cllr Fryatt District Councillors September report	
CPC073/22 Apologies Cllr Pitt	
CPC074/22 Declaration of Interests/Dispensation Applications Received There were no declarations of interest and no dispensation applications to consider in relation to this agenda.	
CPC075/22 To approve the minutes of the meeting held on Thursday 28th July 2022 The minutes were approved and signed as a true record Minutes of meeting date 28th July 2022 Proposer Cllr Lye, Seconder Cllr Fryatt	
CPC076/22 Matters arising from the minutes None	
CPC077/22 Finance Finance Report – The balances at the bank at 7 th September were: Parish Council community account £ 3248.73 The Bomber savings account £ 181.75 The Premium savings account £ 1721.24 The Wonky Donkey have paid £125 into the community account as a donation for the Jubilee events Interest payments of 6 p into the Bomber account and 53p into the business premium account have been received. To approve insurance renewal. – Community Action Suffolk's current underwriter has decided to withdraw their services due to unacceptable costs involved in providing such insurance	

CAS have secured Ansvar as the new scheme insurer. Ansvar wishes to tailor each policy per council, therefore a form has been sent with our requirements. We have tried to match the cover with that of the previous policy however, to do so increases the price from last years price of £222 to £374.44. This can be reduced to £299.85 by reducing the £250,000 cover for reputational risks (libel and slander) down to £100,000. This part of the insurance is not a legal requirement however some cover is strongly advised upon by CAS. **The councillors all agreed to opt for the lower price for up to £100,000 reputational risk cover.**

At present CPC do not have an employee and contractors Health and Safety policy, Risk Assessment and training policy in place. Legally we are not required to as we employ less than 5 members of staff, however insurers look favourably on having these policies in place and on investigation of alternative quotes other insurers seem to make it a requirement for their policy. Prior to the next renewal it would be beneficial to approve these policies and inform CAS that they are now in place we would also be able to shop around.

September finance report was approved.

Authorisation of payments –

All payments authorised at the July meeting have been made and those cheques have cleared the account.

Between meetings donation payments from the Jubilee takings as previously agreed have been paid to -
£800 to Clopton Village Hall
£800 RDA Woodbridge and District
£800 to East Anglian Air Ambulance

All three charities have written to us with their thanks for the donation.

Payments totalling £767.28 to be approved during this meeting are:

Clerks salary Aug/September £442.43
Clerks expenses Aug/September £25
Community Action Suffolk £299.85

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

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

CPC078/22 Planning Matters

To receive planning decisions:

Ref. No: DC/22/2661/FUL - Erection of agricultural building and access track - Land East of Willow Tree Cottage Clopton IP13 6SQ - supported by Clopton Parish Council - awaiting decision from 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 -

<p>opposed by Clopton Parish Council - awaiting decision from East Suffolk Council</p> <p>Planning Applications received after the agenda was produced - None</p> <p>Other planning matters – None</p>	
<p>CPC079/22 B1078/9 Speed issues We have received an email from the SCC Highways cabinet member. In summary</p> <p>Road collision data does not suggest the junctions are a significant issue. There has only been one slight road injury collision in the last 5 years which is the normal assessment period.</p> <p>SCC do accept that the limited visibility to the west on emerging from Shop Road is problematic.</p> <p>SCC is proposing to replace the 2 'junction ahead' warning signs with much more conspicuous yellow backed signs as well as repainting the 2 SLOW road markings that are on the road beside the signs.</p> <p>SCC should be preparing a quote for this work, for which Clopton Parish Council would have to find the funds.</p>	
<p>CPC080/22 Village Hall The village hall committee have prior to the meeting submitted a list of possible improvements to the village hall that they would like to consider as future projects.</p> <p>CPC have reviewed the list and are happy for the village hall committee to look into any of the suggestions on the list.</p>	
<p>CPC081/22 Possible Litter pick – Cllr Gittoes suggested a date of Sunday 16th of October for the litter pick and this was agreed. Cllr Gittoes will carry out a risk assessment prior to the day as required by our insurers.</p>	
<p>CPC082/22 Clerk's Vacancy – The vacancy has been advertised via SALC and also on local email news groups, so far no applications have been received.</p>	
<p>CPC083/22 Clerk's Report on Urgent Decisions since the last meeting None</p>	
<p>CPC084/22 Officer's and Representative's Reports - None</p>	
<p>CPC085/22 Correspondence All relevant correspondence has been circulated by email</p>	
<p>CPC086/22 Matters to be brought to the attention of the Council for the next meeting – None</p>	
<p>CPC087/22 Dates of future meetings agreed</p> <ul style="list-style-type: none"> • 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 8:30pm</i></p>	
<p>Chairman:</p> <p>Date:</p>	

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