

# CLOPTON PARISH COUNCIL

**Minutes** of the Parish Council Meeting held at Clopton Village Hall  
On Thursday 30<sup>th</sup> November 2023 at 7.30 pm.

<b>Present:</b> Cllr Raffell (Elected Chair) Cllr Ashard, Cllr Lye, Cllr Tiley-Nunn	<b>In Attendance:</b> Clerk, D Gooch 2 residents	<b>Apologies</b> Cllr Bright, Cllr Gittoes, Cllr Pitt
--	--	---

<p><b>CPC110/23 Chairmans Welcome</b>                  Cllr Raffell welcomed everyone to the meeting.</p>											
<p><b>CPC111/23 Public Forum/Open Session</b>                  County and District Councillor's Reports                  See: <a href="#">CC Elaine Bryce's October Parish Newsletter</a>, <a href="#">DC Colin Hedgley's November report</a>, and <a href="#">DC Clery's November report</a>.</p> <p><b>D-Day 80<sup>th</sup> Anniversary event for 6<sup>th</sup> June 2024</b>                  Discussion on the D-Day event was deferred to the next meeting, although it was agreed a good idea to hold the event on the airfield.</p> <p><b>Public Forum</b></p> <p>i) Residents (in attendance and via email) highlighted the poor state of the road surface in Shop Road. When navigating the road, drivers often had a choice of hitting a parked vehicle or driving through a pothole. Shop Road has &gt;40 homes and is the most densely populated part of the village, and the road needs to be re-surfaced not just repairing the potholes. It was noted that Martins Lane had been re-surfaced although this had fewer residents and traffic.                  Cllr Raffell said he'd raise this at his proposed meeting with CC Bryce and Suffolk Highways. Clerk would write to Suffolk Highways directly.</p> <p>ii) Shop Road mirror: ideally this should be moved ~4m to the north to enable drivers exiting Shop Road to view the mirror while also looking for traffic coming from the other direction. The PC agreed that visibility was poor when exiting Shop Road but noted that mirrors are not encouraged by Suffolk Highways. It was also stated that the white line at the end of Shop Road needs to be re-painted as this was lost when the road surface was dressed with loose stones.</p>	<b>Cllr Raffell, Clerk</b>										
<p><b>CPC112/23 Apologies</b>                  Councillors Bright, Gittoes, and Pitt had sent their apologies.</p>											
<p><b>CPC113/23 Declaration of Interests/Dispensation Applications Received</b>                  There were no declarations of interest and no dispensation applications to consider in relation to this agenda.</p>											
<p><b>CPC114/23 Minutes</b>                  The minutes of the meeting of the Council, Thursday 17<sup>th</sup> October 2023 were approved. Proposer Cllr Lye, Seconder Cllr Tiley-Nunn.</p>											
<p><b>CPC115/23 Matters arising from the minutes</b>                  Clerk had liaised with Councillor Tiley-Nunn, then submitted CPC's objection to planning application DC/23/3662/P3Q.</p>											
<p><b>CPC116/23 Finance</b>  <b>Finance Report –</b>                  The balances at the bank on 21st November 2023 were:</p> <table style="width: 100%; border: none;"> <tr> <td style="padding-left: 20px;">Parish Council Community account</td> <td style="text-align: right;">£4462.42</td> </tr> <tr> <td style="padding-left: 20px;">The Bomber savings account</td> <td style="text-align: right;">£ 182.95</td> </tr> <tr> <td style="padding-left: 20px;">The Premium savings account</td> <td style="text-align: right;">£1732.56</td> </tr> <tr> <td style="padding-left: 20px;">Yorkshire BS Savings account</td> <td style="text-align: right;">£5205.06 @ 31st March 2023</td> </tr> </table> <p><b>Authorisation of payments –</b>                  Payments totalling £525.57 approved during this meeting were:</p> <table style="width: 100%; border: none;"> <tr> <td style="padding-left: 20px;">SALC Payroll</td> <td style="text-align: right;">£ 27.00</td> </tr> </table>	Parish Council Community account	£4462.42	The Bomber savings account	£ 182.95	The Premium savings account	£1732.56	Yorkshire BS Savings account	£5205.06 @ 31st March 2023	SALC Payroll	£ 27.00	
Parish Council Community account	£4462.42										
The Bomber savings account	£ 182.95										
The Premium savings account	£1732.56										
Yorkshire BS Savings account	£5205.06 @ 31st March 2023										
SALC Payroll	£ 27.00										



<p>development designed to help ease the pressure on housing in rural areas.</p> <p>The PC noted the prior approval conditions particularly in relation to access and visibility from Martins Lane onto the B1078, and how the visibility splays could be achieved (“Drawing No. 4822 - 04 Rev.B with an X dimension of 2.4 metres and a Y dimension of 26 metres to the nearside edge of the carriageway and thereafter retained in the specified form”).</p> <p>The PC reiterated its concerns that Martins Lane has dangerously poor visibility onto the B1078, and the lane is not suitable for any additional traffic, while suitable permanent passing places must also be created prior to development.</p> <p><b>To consider planning applications</b></p> <p>i) DC/23/3973/FUL: Replacement Dwelling: Hillside Cottage, Drabs Lane, Clopton, Woodbridge, Suffolk IP13 6SP. (Deadline extended to 04 Dec.) Councillors (including Cllr Pitt via email) were happy to support this application.</p> <p><b>Planning Applications received after the agenda was produced</b> None.</p> <p><b>Other planning matters</b> AEPA (Anglian Energy Planning Alliance) have sent a follow-up letter (22 Nov) to Andrew Bowie, Minister for Nuclear &amp; Networks, Department for Energy Security &amp; Net Zero, re the concern about the cumulative impacts of the large and increasing number of Nationally Significant Energy Projects which are proposed for this part of Suffolk.</p>	<p><b>Clerk to seek clarification from ESC Planning team</b></p> <p><b>Clerk to submit PC's comments</b></p>
<p><b>CPC118/23 Governance</b> <b>Vice-Chair role</b> After putting their name forward at the previous meeting, Cllr Tiley-Nunn was appointed Vice-Chair of the PC.</p> <p><b>Emergency Plan</b> After the recent Storm Babet and associated flooding, it was agreed that Cllr Raffell and Clerk review the Emergency Plan and present an updated document at the next meeting.</p>	
<p><b>CPC 119/23 Traffic and Road Safety issues</b> 20's Plenty No councillor had been available to attend the latest 20s Plenty virtual meeting, Cllr Raffell said that Clopton's priorities were different, in particular the need to reduce the B1078 speed limit from 60 to 40 mph as it passes through the village. Cllr Raffell continued saying that Suffolk Highways have been aware of the issues for years, but only approved additional signage. Unfortunately due to the contractor move from Kier to Milestone, the improved signage was no longer scheduled hence we are awaiting a new delivery date. Clerk had contacted Ashbocking's clerk to find out how they'd managed to get 40mph limits on roads previously 60mph; apparently an AECOM report from 2016 highlighted the stretches of road that needed to be considered for a speed reduction, it then took ~3 years with help from District and County Councillors. Hemingstone are also trying to get a speed reduction on their stretch of the B1078 so Clerk would liaise with them too.</p>	<p><b>Clerk to contact Dave Penny, Hemingstone</b></p>

<p>Councillors noted that traffic levels continue to increase, as does the average speeds of vehicles, particularly at weekends, with an incident involving a fatality(s) increasingly likely.</p> <p>Residents have also reported incidents on the B1079 in the village where cars have been clipped and people abused while getting their children out from cars parked in the layby.</p>	
<p><b>CPC 120/23 Village Hall</b></p> <p>John Dawson wasn't able to attend the meeting but had sent an update on an <a href="#">investigation of low carbon heating, updating of the electrical system and adding a solar PV system</a>. This had been distributed to councillors.</p> <p>The PC noted the contents of the update, and agreed that the VH Management Committee should proceed to bid in the next round of funding. This is from the fund administered by East Suffolk Council which opens on 4 December (with funding decisions made in March). See also CPC 124/23 Correspondence (iii).</p>	
<p><b>CPC 121/23 First Responders for Clopton and Otley</b></p> <p>No report/update.</p>	
<p><b>CPC 122/23 Clerk's Report on Urgent Decisions since the last meeting</b></p> <p>None.</p>	
<p><b>CPC 123/23 Officer's and Representative's Reports</b></p> <p>SALC and East Suffolk Council had held several meetings/events however councillors had been unable to attend.</p> <p><b>Upcoming events/meetings:</b></p> <p>“Bringing Ideas to Life” the East Suffolk Community Partnership Annual Forum, 22nd March 2024 at the Trinity Park Conference Centre (for Town &amp; Parish Chairs)</p>	
<p><b>CPC 124/23 Correspondence</b></p> <p>i) Storm Babet, ESC recovery assistance: ESC advice regarding housing, waste clearing or street cleansing, contact: 0333 016 2000 Flood Recovery Framework:</p> <ul style="list-style-type: none"> <li>• Flooded households in affected areas can apply for up to £500 to give cash quickly to help with immediate costs.</li> <li>• Households and businesses significantly affected by recent flooding will be eligible for 100% council tax and business rates relief for at least three months.</li> <li>• Small-to-medium sized businesses in affected areas will be eligible for up to £2,500 from the Business Recovery Grant to help them return quickly to business as usual.</li> <li>• Eligible flood-hit property owners will be able to apply for up to £5,000 to help make their homes and businesses more resilient to future flooding via the Property Flood Resilience Repair Grant Scheme.</li> </ul> <p>Councillors noted issues with authorisation of funds being provided from central government to SCC, which then passes from DCs to individuals.</p> <p>ii) Cllr Raffell had completed an ESC survey on their direction proposal for the next four years.</p> <p>iii) Details of the ESC Rural Business and Community Hub Fund (RBCHF) had been forwarded to John Dawson, Village Hall Management Committee “East Suffolk Council will be accepting applications, for a £15,000-30,000 share in the newly launched RBCHF. Round 2 of applications will open on the 4th December 2023”. See also CPC 120/23 Village Hall.</p> <p>iv) ESC Polling District &amp; Polling Places Review 2023. The consultation, part of the regular 4-yearly review, is from 3 October to 30 November 2023. Information about the review including a schedule of the current arrangements can be found here: Review of polling districts, polling places and polling stations 2023 » East Suffolk Council.</p> <p>v) ESC Street Trading Policy This is a proposal to introduce a policy whereby the district just has selected prohibited streets where no street trading can take place at all (other streets</p>	

	would still require permission). Comments by 1st Dec, although not applicable to Clopton as it doesn't have any street trading.	
vi)	<p>ESC Litter and Fido Waste Bin policy</p> <p>ESC is committed to providing sufficient bins to help discharge its responsibilities under the Environmental Protection Act 1990, it has never had a formal policy for agreeing numbers or locations for bins. ESC wishes to adopt a process of 'right bin / right place' and new bins will only be located in areas where it can be demonstrated that there is a genuine need for one. Closing date for comments 31 January 2024.</p>	
vii)	<p>ESC are providing online briefings on their Draft Healthy Environments and Draft Rural Development Supplementary Planning Documents. The briefings are 8th December 2023 from 11:00am to 12:30pm, max 2 attendees per Parish/Town Council. Consultation period 15 November to 10 January 2024.</p>	
viii)	<p>ESC are providing grants for projects that help ease cost of living pressures around food and heating this winter. Applications for up to £2,500 for a wide range of projects by 9am, 6th Dec. CPC had no project proposals.</p>	
ix)	<p>ESC Greenprint Forum (Green Issues) are offering:</p> <ul style="list-style-type: none"> <li>- Energy Champion Training Sessions (Free); help do more to address climate change and reduce emissions within your community (Online 10am-3pm, 9th (in-person) &amp; 18th Jan, 6th &amp; 27th Feb)</li> <li>- Courses in fruit tree pruning and grafting, Saturdays 13 &amp; 27th Jan '24.</li> </ul> <p>Contact Clerk for details.</p>	
x)	<p>East Suffolk Community Partnership Annual Forum 2024.</p> <p>22 March 2024 at Trinity Park Conference Centre, an opportunity to explore some of the important issues affecting our lives, communities, and businesses; and work together to address them. See also CPC 123/23 Upcoming events/meetings.</p>	
xi)	<p>The Public Space Protection Orders (PSPOs) in East Suffolk covering the "Exclusion of Dogs from Aldeburgh Beach; Landguard Point Nature Reserve; Dogs on Leads (General)" expire in 2024 hence a survey had been available (closed 13th Nov).</p>	
xii)	<p>Policing Model</p> <p>The way local policing is delivered in Suffolk is changing and a new county policing model goes live in December 2023. PCC Tim Passmore and Chief Constable Rachel Kearton hosted meetings to talk through the plans, with Q&amp;A.</p>	
xiii)	<p>CPC had been requested to support a draft motion prepared by 'Zero Hour' for the Climate and Ecology Bill, which had its second reading on 24th November. However, CPC didn't consider it had expertise to assess the motion.</p>	
xiv)	<p>AEPA</p> <p>Dr Therese Coffey MP wished to advise CPC of her support for the joint letter (AEPA) to Minister Bowie dated 09 October 2023. Dr Coffey has repeatedly stated that onshore connections should be placed on brownfield land much further down the coast (e.g. Bradwell in Essex), especially as East Suffolk will already be hosting the new Sizewell C nuclear power station.</p>	
xv)	<p>The MJ Awards 2024</p> <p>Councillors noted the Municipal Journal Achievement award nominations (19 categories). Opportunity to reward the hard work of your local government organisation, colleagues and partnerships across the last 12 months e.g. A project/policy that has made a difference in communities. Deadline 26th Jan '24.</p>	
xvi)	<p>gov.uk domain names available from One Suffolk</p> <p>If Parish Councils have a need for more secure email addresses.</p> <p>Pricing: .gov.uk - £138 for 2 years; .co.uk, .org.uk etc - £18 for 1 year, £36 for 2 years; .com, .net, .org etc - £24.00 for 1 year, £48 for 2 years.</p> <p>Councillors agreed they had no requirement.</p>	
xvii)	<p>Headway Suffolk</p> <p>This is a local charity (registered with CQC, rated outstanding, to deliver specialised home care and community support) that offers rehabilitation,</p>	

<p>support and care to people with an acquired brain injury, stroke, dementia, MS or other neurological condition. Headway have seen increased work but had less funding, and are therefore appealing to Parish Councils to support them and grant a donation.</p> <p>Councillors noted the donation to Citizens Advice Bureau (CAB), and discussed other preferred charities e.g. Air Ambulance. It was agreed to review a Charitable Donations Policy at the next meeting, when budget provision could also be considered.</p>	<p><b>Clerk to draft Charitable Donations Policy</b></p>
<p><b>CPC 125/23 Matters to be brought to the attention of the Council for the next meeting</b></p> <ul style="list-style-type: none"> <li>• Discuss D-Day 80th Anniversary event for 6th June 2024.</li> <li>• Finalise 2024/25 Budget, and 2024/25 Precept.</li> <li>• Review updated Emergency Plan, and draft Charitable Donations Policy.</li> </ul>	
<p><b>CPC126/23 Dates of future meetings agreed</b></p> <ul style="list-style-type: none"> <li>• 18<sup>h</sup> January 2024, 7.30pm, Village Hall, Parish Council Meeting.</li> <li>• 21<sup>st</sup> March 2024, 7.30pm, Village Hall, Parish Council Meeting</li> </ul>	
<p><i>Meeting closed at 8.45pm</i></p>	
<p>Chairman: .....</p> <p>Date: .....</p>	