**CLOPTON PARISH COUNCIL**

**Minutes** of the Parish Council Meeting held at Clopton Village Hall at 7.30 pm

on Thursday 20 November 2014

**Present:**

Cllr Angwin (Chair)

Cllr Pryke

Cllr Fryatt

Cllr Yallop

Cllr Raffell

**In Attendance:**

1 Clopton Resident

**Apologies:**

Mrs T Embury

Cllr Bellfield

PCSO Marie Smith

**CPC089/14 Chairman’s Welcome**

Cllr Angwin welcomed everyone to the meeting.

**CPC090/14 Police Report** (attached)

Cllr Angwin summarised the Police report which is to be circulated via the enews and website. Two crimes had been reported in Clopton since the last meeting, being a burglary at an outbuilding and a theft from a dwelling. This compared to 1 reported crime in each of Burgh, Debach and Grundisburgh of the neighbouring parishes.

**CPC 091/14 Public Forum**

**B1078 Traffic Speed.**

Cllr Angwin read out the reply to his letter of September 2014 received from SCC Highways dated 31 October 2014, his further letter dated 3 November 2014 referring to the accident at the Shop Road junction on 28 October 2014 and the acknowledgement from SCC Highways dated 6 November. The correspondence between a Clopton resident and SCC Highways about the lack of visibility when exiting Shop Road onto the B1078 because of the large hedge was also read out. Cllr Yallop had spoken to the resident concerned about moving or reducing the height of the hedge but he would be unwilling to do so because of the proximity of passing lorries to his house. The Council is concerned that 10 months have passed since the initial correspondence with SCC and nothing has been achieved. Cllr Angwin will pass the 2 sets of correspondence to SCC Cllr Graham Newman with the request that this be considered at the SCC Cabinet meeting to be held in December 2014.

Action: Cllr Angwin

**CPC 092/14 Public Forum**

**Flooding in Shop Road**

Once again, heavy rain resulted in flooding in Shop Road in the area of Oak Cottage where the road was completely covered with water to a depth of approx 5 cm in the middle and deeper at the sides. The water did drain away more quickly than on the previous occasions in 2013, though the situation remains unsatisfactory. There appears to be two contributory factors – leaves and tree roots blocking the pipe on the northern side of the road and the fact that the ditch along the edge of the village hall boundary running up to the concrete road has not been cleared for many years, such that the culvert running under the B1078 from Shop Road is blocked. This results in water from the B1078 running down Shop Road instead of draining away eventually to the ditch alongside the concrete road. The resident who lives next to the pipe has requested SCC to clean it out and Cllr Yallop will follow up to see that this is done. Cllr Angwin will discuss clearing the village hall ditch with the Chairman of the VHMC.

Action: Cllr Yallop and Cllr Angwin

**CPC093/14 Apologies**

There were no apologies

**CPC094/14 Declarations of Interest / Consideration of Dispensations**

There were no declarations on interest and no dispensations to consider.

**CPC095/14 To Approve the Minutes of the meeting held on 18 September 2014**

The minutes were approved and signed as a true record.

Proposer Cllr Fryatt, Seconder Cllr Raffell.

**CPC096/14 Matters Arising from the Minutes**

It was confirmed that the provision of access ramps at the Village Hall for electoral purposes was a matter for the electoral body and the Returning Officer. Clopton Parish Council was not expected to arrange or pay for the ramps.

**CPC097/14 Finance (see attached reports)**

1. **Finance report** – Cllr Angwin reported on the Council’s current financial position. The report was accepted by the meeting. Proposer Cllr Yallop, Seconder Cllr Raffell. Six payments totalling £514.96 were approved. Proposer Cllr Raffell, Seconder Cllr Yallop.
2. **Draft 2015/2016 Parish Council Budget**. Cllr Angwin tabled the draft budget based on the precept remaining unchanged at £3,700 and with the Council Tax Support Grant reduced to £112.24. It was noted that SCDC advised that the election of Parish councillors in May 2015 would cost around £640 if it is contested and £150 if it is not contested. The money is available from ear-marked funds. It was agreed that the Council would support the village fete financially in 2015 but that the fete should retain some proceeds to enable it to be self financing from 2016 onwards – Proposer Cllr Pryke, Seconder Cllr Fryatt. It was also agreed that £200 should be transferred from the general reserve into the ear-marked fund allocated to Section 137/142 payments. The ear-marked funds set aside for Speedwatch were almost exhausted by the annual insurance payment and the recent purchase of a battery charger. The Speedwatch coordinator had submitted a request for a second camera to which a contribution from a community enabling budget had been discussed. This request had not yet been put forwards since Cllr Angwin was checking with the Police on current preferred equipment as well as the current price. Until the matter of Speedwatch had been clarified, no additional funds would be transferred from the general reserve into the ear-marked fund, noting the acquisition of a second camera would double the insurance premium. The draft budget was approved, subject to the foregoing qualifications. Proposer Cllr Raffell, Seconder Cllr Fryatt.

**CPC098/14 Planning Matters**

1. **Update** – outstanding breaches of planning consent. Since there had been no feedback on the outstanding breaches, Cllr Fryatt had lodged a formal complaint within SCDC.
2. **Other planning matters** – none.

**CPC099/14 Clopton News**

It was suggested that the magazine could be produced 3 times a year instead of quarterly with the timing to coincide with the start of the school terms.

**CPC100/14 Local Plan – Site Allocations and Area Specific Policies**

With Clopton being designated as an ‘other village’ within the SCDC Local Plan, the potential for residential development is limited to infill and extensions. However the abolition of the current rules governing restrictions on industrial development, it would be prudent to ensure that appropriate controls are in place for the 2 areas of industry in the village. Cllr Fryatt who is to chair the SCDC meeting will endeavour to ensure that these are in place. Meantime Cllr Angwin will solicit comment from residents via the Clopton News on how Clopton should develop between now and 2025 from both the residential and commercial perspectives.

**CPC101/14 Clerk’s report on urgent decisions since the last meeting**

There were no urgent decisions to report.

**CPC102/14 Officers’ and Representatives’ Reports**

1. **SaViD** (Safer Village Driving). Cllr Fryatt informed the meeting that SaViD is now formally set up with a Constitution covering Aims, Powers, Meetings, Membership, Officers, Minutes, Voting, Finance, Amendments and Dissolution. It was noted that a village representative cannot assume the powers of the Parish Council but must report back proposals and decisions for Council approval. The meeting unanimously endorsed the SaViD Constitution.
2. **Village Hall Management Committee**. A report from the VHMC was received covering the recent annual inspection of the play equipment and grounds. It was noted that the one or two areas of minor work were to be put in hand and that signs asking dog-owners to clean up after their dogs will be displayed.

**CPC103/14 Correspondence**

* SALC Annual Report
* Clerk & Councils Direct
* CAB request for donation – deferred until year-end
* DAS request for donation – deferred until year end noting that they had received a donation in May 2014.

**CPC104/14 Matters for the next meeting**

None

**CPC105/14 Date of next meeting**

The next meeting of the Parish Council is on Thursday 15 January 2015 at 7.30 pm in the Village Hall.

Meeting closed at 9.20 pm

Chairman: .......................................................... Date: ..............................................