

CLOPTON PARISH COUNCIL

Minutes of the Meeting held at Clopton Village Hall at 7:30pm
on Thursday 17th January 2013.

<p>Present: Cllr R Compton (Chair) Cllr C Angwin (Vice Chair) Cllr J Pryke Cllr T Fryatt</p>	<p>In Attendance: County Cllr P Bellfield PCSO Chatten-Berry and colleague Mrs. Janet Clarke (a previous clerk to the parish council) 5 Clopton Residents including Mr. A Yallop Mrs E Brown (Clerk)</p>	<p>Apologies Cllr Freeman. PC Howgego</p>
<p>The meeting started with the Public Forum.</p>		
<p>CPC001/13 PCSO Chatten-Berry PCSO Chatten-Berry gave her report. (<i>attached</i>) PCSO Chatten-Berry also encouraged residents to ensure their buildings and vehicles were kept locked and safe as there have been burglaries in the wider area and thefts from vehicles, especially catalytic converters. The Police had been contacted about parking issues in Shop Road and they will be sending letters to all residents in the area. Cllr Compton to send PCSO Chatten-Berry details of the Village Website webmaster so that the Police Report and advice could be published there.</p>		<p>Cllr Compton</p>
<p><i>PCSO Chatten-Berry and her colleague left the meeting following their report.</i></p>		
<p>CPC002/13 County and District Cllr Peter Bellfield</p> <ol style="list-style-type: none"> 1. Both the County Council and District Council elements of the Council Tax have been frozen for 2013-2014. 2. There has been a consultation about the merger of the Suffolk Fire and Rescue Service with the Cambridgeshire and Peterborough Service. 3. The contract with BT to provide 'Back Office' services has been terminated and a new provider is required. 4. The Records and Heritage functions in the County are to be reorganised. 5. SCC's Care Homes have been sold to Care UK who will build 10 new homes and increase the number of places available by 150 approx. 6. SCC Finances. SCC is budgeting to save £26m in the next 2 years however it is expected that even further savings will have to be made in the following years. 7. SCC has been nominated as the most improved council in the country. 8. Education is currently on the agenda for SCC to try to improve KS2 and GCSE results. SCC are looking into discounting student travel to encourage people to stay in education. 9. The Core Strategy and Local Development Framework continue to take up much of the District Council's time. <p>Cllr Fryatt asked Cllr Bellfield whether Ofsted would be coming to assess SCC. This was not confirmed by Cllr Bellfield however he did expect that they would come to the county. Cllr Fryatt also wondered whether SCC were looking at the quality of the service they provide considering the budget savings they were making. Cllr Bellfield did not think that they were, however he reassured the parish council that the budget for Education is set by central government and ring fenced. Suffolk does receive one of the lowest amounts per pupil in the country which is about half the amount of the highest remunerated counties.</p>		
<p>CPC003/13 Public Forum.</p> <ol style="list-style-type: none"> 1. Mr T Dockerill requested that there be an open discussion later in the meeting during agenda item 6b. Flooding in Manor Road and Shop Road. Cllr Compton agreed. Cllr Fryatt informed the meeting that flooding is a problem in many parishes. Cllr Bellfield encouraged flooding to be reported with a reason (if possible), that site meetings can be arranged with Highways and depending on its severity it may be dealt with immediately. A resident had emailed the Highways department and been told that Highways have identified a problem and put money aside to deal with it in the spring. The parish council have plans to improve other areas of flooding. Cllr Angwin has contacted Jane Burch Flood and Coastal Policy Manager at SCC about the issue. 2. Mrs D Dawson representing the VHMC asked where the idea about having part of the proposed wildlife area on village hall land had come from as detailed in the minutes summary provided of the last meeting in the Clopton Newsletter. Cllr Compton felt that this had been a suggestion in the parish plan. Discussion followed regarding the view of Mr R Taylor, (who owns the land where the potential pond and wildlife area are situated,) that creating a corridor from the pond to village hall land was not what he wanted. Mrs D Dawson wished the council to know that there are areas of orchids on both village hall 		

<p>land and next to the 'concrete road' and that the proposed location of a seat at the pond area carries risks. Cllr Compton stated that he had contacted the land owner who wanted to be involved and informed about the creation of a reservoir in the area of the pond. Mrs D. Dawson will inform the VHM that there will be no 'wildlife corridor' and therefore no village hall land will be included in the wildlife area.</p>	
<p><i>Public Forum Closed, Parish Council Meeting commenced.</i></p>	
<p>CPC004/13 Chairman's Welcome Cllr Compton opened the meeting and thanked Mrs. Janet Clarke, a previous Clerk to Clopton Parish Council, for attending the meeting to assist with co-option of a new Councillor.</p>	
<p>CPC005/13 To Receive Apologies Apologies were given by Cllr Compton on behalf of Cllr Freeman.</p>	
<p>CPC006/13 Appointment of New Parish Clerk Cllr Compton introduced the prospective Clerk Mrs. Esther Brown. Decision – Mrs. Esther Brown to be employed as Clerk to Clopton Parish Council. Propser Cllr Pryke, Seconder Cllr Angwin. Passed unanimously. Contract and conditions to be arranged.</p>	
<p>CPC007/13 Co-option of New Parish Councillor Cllr Compton introduced Mr Adrian Yallop as a prospective parish councillor. Decision – Mr Adrian Yallop to be co-opted on to the parish council. Proposer Cllr Compton, Seconder Cllr Angwin. Passed unanimously. Mr A Yallop accepted his office, signed the declaration of acceptance form and took his seat at the meeting. Cllr Yallop received the 'roles and responsibilities of a parish councillor and relationship with the clerk', good councillors guide and informed to complete his register of interest within 28 days, Clerk to assist with this.</p>	<p>Clerk</p>
<p>CPC008/13 Declarations of Interest Cllr Angwin requested a dispensation for item 7iii To set the 2013/14 precept as a resident of the parish he has a pecuniary interest in this matter. All other Cllrs who reside in the parish felt that they too then required a dispensation. The Clerk explained that dispensation requests must be given on the correct form to the Clerk before the meeting at which the dispensation is required commences. The Clerk would then discuss with the chair (or vice chair if the chair is requesting a dispensation) and then decide whether a dispensation should be approved using the guidance given by SALC and the Returning Officer of SCDC. It appeared that this resolution had not been passed at the time that the new code of conduct was accepted in the summer of 2012. Decision – To pass a resolution to allow the Clerk to grant dispensations as detailed above. Proposer Cllr Fryatt, Seconder Cllr Pryke. Passed unanimously. As SCDC require notification of the Precept by 31st January 2013 and that if the Cllrs had put their dispensation requests in on time they would have been granted under grounds (a) from S33 of the Localism Act 2012 the precept would be decided later at the meeting with all the Cllrs present. There were no other declarations of interest.</p>	
<p>CPC009/13 To Approve the Minutes of the Meeting held on 20th September 2012 The minutes were approved and signed as a true record. Proposer Cllr Angwin, Seconder Cllr Pryke.</p>	
<p>CPC010/13 Matters Outstanding from the Minutes</p> <ol style="list-style-type: none"> 1. Reclamation of VAT. Cllr Compton informed the meeting that he had verbal confirmation from HMRC that the parish council were entitled to reclaim VAT and that this would be put in writing and should arrive in the next 7 – 10 days. 2. Flooding in Manor Road and Shop Road. Cllr Compton informed the meeting that there were several areas in the parish which were regularly flooding. In Manor Road he felt that this was due to the Highways Dept filling the gully from the road to the ditch with grit. The flooding in Snipe Farm Road (nr the pig farm) and on the bridal walk at Manor Lane are both due to the incomplete clearing of the gullies that run from the road to the ditches. Mr. P Day emailed the parish council regarding Shop Road informing the council that he had contacted SCC in December, in January SCC reported that the ditch cleaning/ clearing company have reported that tree roots have damaged pipes and that in April these will be replaced. Mr T Dockerill, a resident of the parish for 50 years, gave the meeting some history about flooding in the area of Shop Road - When there was a well maintained, open ditch on the NE side of Shop Road and no buildings there was no flooding. Problems with flooding began when houses were built and pipes were inserted to carry the water as over time the pipes have become damaged and blocked. Mr T Dockerill has repeatedly contacted SCC about this issue and feels that there must be an obstruction in the pipework. He reported that SCC still appear confused about the ownership of the ditch and the permissibility of SCC to keep it clear. Cllr Yallop reported 	

<p>that the has attempted to rod the section of pipe that appears to contain a blockage and thinks that willow tree roots have now infiltrated the pipe. In his opinion the pipe present (450cm approx) would be big enough to take the water if it was clear. Discussion followed regarding exactly where the water drains through pipes, open ditches, across driveways, gardens and the B1078 and also where 'chambers' for storing some water and viewing points/manhole covers were. Cllr Fryatt offered to create an accurate drawing of the believed route of the drainages system to assist with making decisions on where work to the drainage system might be required. Cllr Yallop reported that the owner of the willow tree suspected to be involved in the blockage of the pipe has informed SCC and/or Anglian Water that the pipe should be assessed and why. Cllr Angwin informed the meeting that surface water on the Highway should be dealt with by SCC, Cllr Bellfield agreed. Cllr Fryatt felt that if SCC had put in the pipe then SCC should be maintaining it. Cllr Bellfield felt that the developer probably changed the ditch to a pipe and it may possibly be under SCCs responsibility but as the landowner used to maintain the open ditch then it is probably the landowners responsibility to maintain the pipe. Mr T Dockerill informed the meeting that there used to be grilles that would drain excess water water into the ditches/pipes however when these became damaged they were replaced by man hole covers which do not allow water to enter the drainage system. Mr J Dawson said that SCC have used private ditches to remove water from the highway. Cllr Compton repeated that SCC will come and work on the drainage system in April. Cllr Angwin was asked to continue coordinating flooding issues in the parish and to continue raising the issue with SCC and other parties. Clerk to be copied into all email communication and sent drafts of letters to send on to other parties. Cllr Pryke informed the meeting that the pushing of earth and detritus to the edge of gullies and ditches does not 'clear' them as during the next period of wet weather the removed waste falls back in and blocks the drainage system again.</p>	<p>Cllr Fryatt</p> <p>Cllr Angwin</p>
<p>CPC011/13 Finance</p> <ol style="list-style-type: none"> Finance Statement – Cllr Compton informed the meeting that there had been no work done on any inter-meeting financial matters since the previous clerk left. Authorisation of payments – Decision - Payments totalling £127.80 (Speedar £90, Cllr Compton expenses £37.80) were authorised. Proposer Cllr Pryke, Seconder Cllr Yallop. To set 2013/14 precept. Cllr Angwin explained why the parish set a precept and the changes to the way the tax base has been calculated and the reductions that individuals can claim for the next financial year. Central Government has given a one off grant to SCDC to assist parishes where the tax base has reduced due to the change in calculation, Clopton has been awarded a grant of £262.75. Cllr Bellfield warned the council that there may be a cap on any increase in precept that the council wish to make next year, this year increases have not been capped. SCDC and SCC currently both have a cap of 2%. He suggested setting the precept as the amount the council felt they would need for 2014-15 excluding the grant. Cllr Fryatt had attended a meeting arranged by SCDC regarding the setting of precepts earlier this month and said that SCDC had recommended that parish councils do not use the grant this year but set their precept at the required level and use the grant in subsequent years if the precept increase is capped and the council is unable to raise sufficient funds via the precept to cover their costs. Following a review of the current budgets and consideration of money held in reserve by the council a precept level was decided. Decision - Clopton Parish Council to set the Precept for 2013-14 at £3,900 (including the grant). This would equate to a band D household paying £26.85pa, an increase of £2.95 on the parish council element of the council tax paid in 2012-2013. Proposer Cllr Angwin, Seconder Cllr Yallop. Cllr Fryatt wished to abstain from voting as he was not a resident of the parish, the voting councillors passed the proposal unanimously. Clerk to complete paperwork to request SCDC collect a precept of £3,900 on behalf of Clopton Parish Council. Other financial matters. As Cllr Freeman is a signatory on the account and expected to resign shortly it was suggested that another Cllr become a signatory on the parish account. Decision - Cllr Pryke to become a signatory on the parish account. Proposer Cllr Compton, Seconder Cllr Fryatt. Clerk to arrange. 	<p>Clerk</p> <p>Clerk</p>
<p>CPC012/13 Planning</p> <ol style="list-style-type: none"> No planning decisions had been received. No planning applications had been received Larkvale Stud. It was felt that this application was unlikely to be granted due to the presence of a flood plane. Cllr Fryatt informed the meeting that this planning application was likely to be heard before a development control committee in due course. Cllr Pryke felt that there was an enforcement issue as the owners were currently living on site and 	

<p>did not have the correct permission to do so. Cllr Fryatt encouraged the on line reporting of this to the enforcement department at SCDC. Cllr Bellfield reported that the mobile home did have planning permission.</p>	
<p>CPC013/13 Review Parish Council Risk Assessment. To be reviewed at the next meeting.</p>	
<p>CPC014/13 Wildlife Area by the Concrete Road To be discussed at the next meeting.</p>	
<p>EPC015/13 Village Design Statement Cllr Angwin had taken no recent action on the village design statement. Cllr Fryatt informed the meeting that the villages of Debach and Burgh would like to develop a neighbourhood plan and would like Clopton to join with them to create a larger area covered by one plan. This would negate the reason for having a village design statement which carries no weight in the planning department anyway. Due to the SCDC Core Strategy not having been found sound and the Local Plans ending on March 31st SCDC have to follow the Governments NPF which must grant any sustainable development applications. The parish council decided to go forward with developing a neighbourhood plan.</p>	
<p>CPC016/13 Parish Plan There is no change to the state of the Parish Plan.</p>	
<p>CPC017/13 Speed Watch No report.</p>	
<p>CPC018/13 SALC Report Cllr Fryatt reported that he had attended the last meeting and that he was concerned with the lack of SCC's performance observations considering the cuts that they were making.</p>	
<p>CPC019/13 Horses on the Concrete Road/Footpaths Cllr Compton had received a letter from Mrs G Chapman regarding riders taking their horses too fast along inappropriate paths. Cllr Compton contacted Mr R. Taylor the land owner of the concrete road. Mr Taylor confirmed that the concrete road is a designated footpath and not a bridal way. Cllr Angwin informed the meeting that horses had also been seen behind the church along a track (Church Lane) that is labelled as a footpath. The meeting was informed by members of the public that this is a 'U' grade road and therefore horses were entitled to use it. Cllr Compton proposed that a note be placed in the parish magazine and on the village website to inform residents of the need to show consideration to others whilst exercising their horse(s). Clerk to arrange. Cllr Fryatt will find out the cost of putting up 'No horse' signs in appropriate places.</p>	<p>Clerk Cllr Fryatt</p>
<p>CPC020/13 Car Parking at the Junction of Rouse Hall Estate and Shop Road Cllr Compton informed the meeting that there have been a number of cars blocking the post box on Shop Road. The Police, Flagship and SCC do not feel that it is their responsibility. The Police are planning to assist the council in attempting to reduce the problem (See minute no. CPC001/13). Cllr Compton will draft a letter to Royal Mail to see if they would move the post box to another location and send it to the Clerk for mailing.</p>	<p>Cllr Compton</p>
<p>CPC021/13 Dog Bin on Concrete Road Cllr Compton proposed the purchase and installation of a dog bin at the end of the concrete road, on the hedge side in an attempt to reduce the amount of dog faeces in the area. The estimated cost to buy was £50. Council did not object to the purchase of a bin, post and installation. Cllr Compton to obtain quotes.</p>	<p>Cllr Compton</p>
<p>CPC022/13 Correspondence There was no other correspondence.</p>	
<p>CPC023/13 Questions to the Chairman Cllr Fryatt informed the meeting that although Flagship have a poor maintenance and improvement record of their housing stock especially for those residents with additional needs they have now increased the amount of money they are to spend on these things and hopefully this will improve the lives of Flagship tenants.</p>	
<p>CPC024/13 Date of next Meeting The date of the next meeting is Thursday 21st March at 7:30pm</p>	
<p><i>Meeting closed at 9:30pm</i></p>	
<p>Chairman: Date:</p>	