

CLOPTON PARISH COUNCIL

Minutes of the Parish Council Meeting held at 7.30pm on 19th. January 2012 in the Village Hall

Present: Councillors R Compton (Chairman) S. Freeman, & C. Angwin & the Clerk, G. Kimmerling
In attendance SCC Cllr. Bellfield, Community Police Officer Sallyann and 1 member of the public.

The meeting commenced in Open Session.

SCC Cllr. Bellfield gave a report from SCC – included in the Minutes folder.

SCDC. The Woodbridge police station is to be closed and run from the SCDC offices. SCDC have saved £2.1m from their budget. They are to stop subsidising the Spa Pavilion in Felixstowe – this had cost £7 per ticket sold in subsidies. The LDF has gone for approval to the Government inspectors. The Planning Department is to merge with Waverney DC thus saving costs.

CPO Sallyann gave the Police report – included in the Minutes folder. Cllr. Freeman reported receiving several phone calls with no-one on the other end of the line. The Police then left the meeting.

The Open Session concluded and the Parish Council meeting commenced.

Agenda Item	Discussion/Detail	Action
1. Apologies for absence	Cllr. Pryke – away & Cllr. Pennington – another engagement, & P.C. Dave Burrell	
2. Declarations of Interest	None	
3. Minutes		
Meeting held on Thursday 17 th . November 2011	Proposed by Cllr. Angwin, seconded by Cllr. Freeman & agreed by the Parish Council to accept the Minutes as a true record. The Chairman signed the Minutes.	
4. Matters Outstanding from the Minutes		
a) Data protection	.Nothing to report	
b) Land Registry	Cllr. Compton will ask Mr. Richard Taylor to draw up a formal document via a solicitor stating that he gave the land for the Village Hall. The Parish Council will pay the costs.	Cllr. Compton to speak to Mr. Taylor
c) Village Hall Management Trustees	It was clarified that the Parish Council needs to be informed of who all the Trustees are; told of any changes; given copies of quotes for major works; hold a key to the Village Hall & view the annual accounts and insurance cover.	
d) Potash Corner	This has been much improved and a letter of thanks was sent to the Old Rectory. People who catch the bus here are very pleased.	
e) Manor Road/ Shop Road junctions	Cllr. Compton has asked for a quote to tidy the area near the village sign and to see if anything can be done to prevent the road from flooding. Cllr. Freeman said the road surface is breaking up by her property in Shop Road.	Cllr. Compton to look into improvements. The Clerk to inform Highways of Shop Road problems.
5. Finance		
i.) Financial statement as at 19.01.12	Copies given to all Parish Councillors.	
ii.) Approve invoices for payment	G Kimmerling – Clerks salary £223.12 (tax £55.60) G. Kimmerling Clerk’s expenses £16.65 Suffolk ACRE Services for Insurance £310.05 PROPOSED Cllr. Angwin, seconded by Cllr. Freeman and agreed by the Parish Council.	Page 111

	Cheques dated 19/01/12 & signed by Cllrs. Compton & Freeman.	
iii. To review Clerk's salary for 2012/13	NALC has not increased the pay scales for Clerks again this year. It was agreed that the Clerk's salary should remain the same as last year. The Clerk was thanked for all her work. In the Clerk's Employment Contract, clause 19.2 relating to Discretionary Payments should be removed.	Cllr. Compton to check the Clerk's contract and amend if necessary.
iv. To consider requests for funding for; <ul style="list-style-type: none"> a) The PCC bell frame b) Grundisburgh Youth Club c) Disability Advice Service. 	<p><i>The meeting was closed to allow Mrs. Main to speak.</i></p> <p>Mrs. Main explained that the church bell frame is made of oak and cannot be removed. It was mended 130 years ago using cement. A new bell frame needs to be constructed at a lower level and will cost £80-90,000. £20,000 has been raised and the PCC is applying for grants. The rear of the church is to be used as a local Heritage Centre.</p> <p><i>The meeting was closed to the public and returned to the agenda.</i></p> <p>b) One child attends Grundisburgh Youth Club. It was felt that the PC could not justify a donation for this.</p> <p>c) The Disability Advice Service had queries from 17 residents of Clopton costing £118. PROPOSED by Cllr. Angwin, seconded by Cllr. Compton & agreed by the Parish Council to give £30 under Section 137. The PCC will also give £25.</p> <p>a) PROPOSED by Cllr. Angwin, seconded by Cllr. Compton & agreed by the Parish Council to give £250 to the PCC bell frame fund under Section 137 in the new financial year.</p>	<p>Clerk to write to the three organisations.</p> <p>Page 112</p>

v)To set the Precept for 2012/13	The Clerk had prepared 'expected End of Year' figures and a budget working paper. After discussion – PROPOSED by Cllr. Compton, seconded by Cllr. Angwin and agreed by the Parish Council to set the precept at £3500, the same as last year.	Clerk to advise of Precept requirements
vi)Henderson Global Investors Fund	Henderson Global Investors had sent a Direct Credit form for completion. This was signed by all Trustees.	Clerk to return form
vii) Budget for Parish Plan monies	Suffolk Acre had revised the Income & Expenditure for the Parish Plan to conform to the original agreement. PROPOSED by Cllr. Angwin, seconded by Cllr. Freeman & agreed by the Parish Council to approve this Income & Expenditure. Almost £800 is left to implement suggestions in the Plan. It was agreed to spend £50 on books for wildlife; £400 on creating a wildlife area by the pond in the concrete road with a seat; £150 on providing additional litter bins & Doggie bins & £100 for Jubilee celebrations for all the village.	Clerk to inform Suffolk ACRE. Clerk to contact Village Hall Trustees & the PCC re Jubilee celebrations.
viii) To appoint new signatories for the bank accounts.	At present, Cllrs Compton & Freeman are the only signatories. Cllr. Angwin agreed to become a signatory as well – agreed by the Parish Council.	Clerk to obtain necessary forms from the bank
6. Planning		
i) Decisions	C11/1718 & C11/1719 Snipe Vineyards, Snipe Farm Road Change of use of summerhouse to holiday accommodation & retention of adjacent shower, wc & sink and change of use of annexe to holiday accommodation. SCDC permission with 3 conditions – 1) holiday accommodation to stay in same ownership as Snipe Vineyards; 2) premises to be used for holiday letting only totalling no more than 56 days per year & a register to be kept of all lettings; 3) accommodations to be used from 1 st . April to 30 th . September only. There is an ongoing enquiry into building regs. at the site. C11/1720 Land on SE side of Snipe Farm Road. Retention of caravan hook up points. SCDC permission. C11/2283 The Meadow, Hill Farm, Drabs Lane. Use of land for erection of one 2 storey 4 bedroom residential dwelling with garage together with retention of residential mobile home (subject of an enforcement order) SCDC refusal. Contrary to Policies AP8, AP30, SP28 & DM3. C11/2466 Maple Tree Barn, Grundisburgh Road. Erection of close boarded fence to replace existing. SCDC permission.	
ii) Planning Applications		
	None received.	
iii) Other Planning Issues	SCDC Enforcement have visited Lark Vale stud and found that no part of the stable block was lived in. The residential caravan is occupied as approved. The case is therefore closed.	
7. Dates for 2012/13		
	PROPOSED by Cllr. Freeman, seconded by Cllr. Angwin & agreed by the Parish Council to set the following dates for 2012/13:- March 15, May 17 (APM & APCM), July 19, Sept. 20, Nov. 15 & Jan. 2013 17 th .	Clerk to advertise on notice boards and inform people as necessary
8. Village Design Statement		
	Cllr. Compton explained that from April 1st. 2012 the present Planning Rules & Regulations will expire and there will be a vacuum. The Parish Council could produce a VDS indicating the village's wishes re development. It was felt that the recent Village Plan could be used to produce a VDS. Cllr. Angwin offered to produce this in draft form.	Cllr. Angwin to produce draft VDS. Clerk to contact SALC for advice. Page 113

9. Queen's Diamond Jubilee.		
	The PCC are planning a pic-nic for the village. It was agreed that the Clerk should liaise with the PCC & the Village Hall Trustees to consider ways of celebrating the Jubilee.	Clerk to contact PCC & VH Trustees.
10. Speedwatch		
	Little Bealings & Cretingham may want to join the Speedwatch group. The Clerk has contact details for both. Little Bealings has 371 on the Electoral Register. It was agreed to charge £1.50 per household as this was the charge initially. Our co-ordinator will be asked to contact the parishes.	Speedwatch co-ordinator to contact little Bealings & Cretingham.
11. SALC		
	The Clerk attended the meeting on Nov. 21 st . Report in the Minutes file.	
12. Community Emergency Planning		
	Nothing to report.	
13. Correspondence		
	Sfk. ACRE have a scheme for Community purchasing of heating oil. Anna Elmon has asked to attend a meeting to discuss Gressingham Foods drivers in the Clopton area. It was agreed to invite her to the March meeting. Clerk completed a consultation on the Suffolk Archives & Archaeology.	Clerk to invite Ms Elmon to March meeting.
15. Questions to Chairman		
	No questions.	
Next Meeting	Thursday March 15th. 2012 at 7.30pm in the Village Hall.	

Meeting closed at 9.30pm.

Signed _____ (Chairman) Date _____ Page 114