

# CLOPTON PARISH COUNCIL

**Minutes** of the Parish Council Meeting held at Clopton Village Hall  
On Wednesday 19<sup>th</sup> November 2025 at 7:30 pm.

<b>Present:</b> Cllr Tiley-Nunn (Chairman), Cllr Bailey (Vice Chairman), Cllr Pitt, Cllr Blois.	<b>In Attendance:</b> District Cllr Clery, S Charalambous (Clerk) 6 members of the public.	<b>Apologies</b> Cllr Bright. Cllr Elia.
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<b>CPC083/25 Chairmans Welcome</b> Cllr Tiley-Nunn welcomed everyone to the meeting.																						
<b>CPC084/25 Apologies</b> Cllr G Bright and Cllr M Elia were unable to attend. This was pre-approved.																						
<b>CPC085/25 Public Forum/Open Session</b> None. 1. The Village Hall Committee have informed the PC that the roof repair is now underway and that coffee mornings have been continuing as usual every third Wednesday of the month. 2. They are currently looking for volunteers to help on occasional Sundays with hedge trimming. 3. A discussion was had regarding the PC agendas and minutes and where they are to be displayed for the community. The PC clerk continues to publish the agenda and minutes on the village hall noticeboard and website <a href="http://cloptonparishcouncil.gov.uk">cloptonparishcouncil.gov.uk</a> and will endeavour to publish them on the Rouse Hall and Potash Corner noticeboards. 4. The Village Hall Committee are planning a litter picking day for volunteers to help tidy the village. Further details of this will follow.	<b>Clerk to determine obligatory requirements for posting of notices.</b>																					
<b>CPC086/25 Declaration of Interests/Dispensation Applications Received</b> None.																						
<b>CPC087/25 Minutes</b> The Minutes of the Parish Council Meeting held on <a href="#">Wednesday 5<sup>th</sup> November 2025</a> were approved.																						
<b>CPC088/25 Matters arising from the minutes</b> None.																						
<b>CPC089/25 Finance</b> November's financial report was approved.  <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Expenditure incurred since last meeting 24<sup>th</sup> September 2025</th> <th style="text-align: right;">Amount</th> <th style="text-align: right;">VAT</th> </tr> </thead> <tbody> <tr> <td>25.09.2025 Clerk payslip Aug/Sept</td> <td style="text-align: right;">£501.06</td> <td style="text-align: right;">£13.20</td> </tr> <tr> <td>25.09.2025 David Gooch payslip August backpay</td> <td style="text-align: right;">£196.39</td> <td style="text-align: right;">£0.00</td> </tr> <tr> <td>25.09.2025 Insurance renewal Ansva</td> <td style="text-align: right;">£407.46</td> <td style="text-align: right;">£0.00</td> </tr> <tr> <td>25.09.2025 SALC Councillor Basics training Cllr Elia</td> <td style="text-align: right;">£79.20</td> <td style="text-align: right;">£0.00</td> </tr> <tr> <td>6.10.2025 HMRC Employer's Payslip P30</td> <td style="text-align: right;">£519.25</td> <td style="text-align: right;">£0.00</td> </tr> <tr> <td></td> <td style="text-align: right;"><b>£1,703.36</b></td> <td style="text-align: right;"><b>£13.20</b></td> </tr> </tbody> </table> <p>The councillors agreed and approved the 2026/2027 budget and a precept of £6,000.88 with 0% change.                  The approved 2026/2027 budget can be viewed <a href="#">here</a>.</p>	Expenditure incurred since last meeting 24 <sup>th</sup> September 2025	Amount	VAT	25.09.2025 Clerk payslip Aug/Sept	£501.06	£13.20	25.09.2025 David Gooch payslip August backpay	£196.39	£0.00	25.09.2025 Insurance renewal Ansva	£407.46	£0.00	25.09.2025 SALC Councillor Basics training Cllr Elia	£79.20	£0.00	6.10.2025 HMRC Employer's Payslip P30	£519.25	£0.00		<b>£1,703.36</b>	<b>£13.20</b>	
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<b>CPC090/25 Planning Matters</b> <b>Planning applications received since 24<sup>th</sup> September 2025 meeting:</b> i) There are no new planning applications or planning matters to discuss. ii) Other planning matters. <b>DC/25/3446/FUL</b> – The PC clerk submitted an objection on behalf of the parish councillors online on 6 <sup>th</sup> November 2025. This was acknowledged.																						

<p><b>CPC091/25 Governance</b></p> <p>i) Councillor Vacancy – With Cllr Peter Raffel’s recent resignation, a vacancy for a parish councillor is now available. The vacancy notice can be viewed online <a href="#">here</a> and in the village noticeboard.</p> <p>ii) To appoint Village Hall Representative – Cllr John Bailey has been appointed as the Village Hall Representative.</p>	
<p><b>CPC092/25 Officer's and Representative's Reports</b></p> <p><b>i) Future ROSPA inspections</b> – The PC agreed to investigate the village hall lease for clarification of responsibility of the VH and grounds, including the play area maintenance and inspection.</p> <p><b>ii) Village Hall terrace</b> – The councillors discussed possible grants/funding for the cost of the proposed terrace and discuss any quotes with the village hall committee.</p> <p><b>iii) Proposed Village Hall pathway</b> – A request for a pathway has been made by community members as a safer walking route from the village hall, instead of the main road. The potential cost of the suggested footpath from the village hall to the picket fence/car park was discussed by the councillors.</p> <p>Cllr Bailey noted that the pathway would need to meet certain health and safety regulations and he would give an estimate of the cost. The clerk will investigate potential funding/grants for the pathway, particularly from Sizewell C.</p> <p><b>iiii) Website</b> – Clopton Village Heritage Information.</p> <p>The PC have agreed for the Heritage Project Group information to be transferred over to cloptonparishcouncil.gov.uk website, if there is enough storage space to do so. As the HPG no longer have funds to maintain their current website and do not want to lose important information of Clopton village.</p>	<p>i) Cllr Tiley-Nunn and Cllr Pitt to investigate the VH lease.</p> <p>ii) Clerk to research potential funding.</p> <p>iii) Cllr Bailey to give estimate for pathway. Clerk to investigate funding.</p> <p>iiii) Clerk to liaise with HPG to start the process.</p>
<p><b>CPC093/25 Upcoming events/meetings:2026</b></p> <p>The councillors discussed potential pub nights and quiz nights as ideas for the village next year. This will be discussed with Cllr Elia at the next meeting as she was absent. Cllr Pitt agreed to organise a main event for next year.</p>	
<p><b>CPC094/25 25 Matters to be brought to the attention of the Council for the next meeting</b></p> <p>None.</p>	
<p><b>CPC095/25 Dates of future Parish Council meetings:</b></p> <p>Wednesdays: 19<sup>th</sup> November 2025, 21<sup>st</sup> January 2026, &amp; 18<sup>th</sup> March 2026.</p> <p>All at 7.30pm in the Village Hall.</p>	
<p><i>Meeting closed at 8.30 pm</i></p>	
<p>Chairman: .....</p> <p>Date: .....</p>	