## **CLOPTON PARISH COUNCIL**

**Minutes** of the Parish Council Meeting held at Clopton Village Hall On Thursday 22nd July 2021 at 7.30 pm.

**Apologies** 

SCC Cllr Bryce

In Attendance:

Miss K Bye (Clerk)

Present:

Cllr Raffell (Elected Chair)

Clir Railell (Elected Chair) Clir Gittoes Clir Pitt Clir Fryatt Clir Lye Clir Bright	3 Residents	SCC CIII Bryce			
CPC063/21 Chairmans Welcon					
Cllr Raffell welcomed everyone to the meeting.  CPC064/21 Public Forum/Open Session					
County Councillor's Report					
Unfortunately due to circumstances out of her control Cllr Bryce was unable to					
attend this meeting she sent her sincere apologies. She has submitted her report, see link below. We have also been in communication with Cllr Bryce					
regarding the B1078 Shop Road/Manor Road junction issue. See that section of					
minutes.					
http://clopton.onesuffolk.net/assets/Uploads/CPC-minutes/SCC-June-2021-					
Monthly-Parish-Newsletter.pdf					
District Councillor's Report			Ch simmer		
Here is the link to the July update by Cllr Fryatt			Chairman		
http://clopton.onesuffolk.net/ass July-Report.pdf					
Public Rights of Way					
Clopton Commercial Park/Airfield – Unfortunately despite communicating					
with all landowners involved and the Ramblers Association in an attempt to find			Chairman		
a solution to the fragmented foo been unable to gain approval fro					
County Council have stated that	t it is not a priority item for them				
with and they will leave it as an	anomaly on the definitive map.		Clerk		
Village Sign on B1078 – Ongo volunteered to do the work.					
The following items were raised	by members of public at the me	eting:	Chairman/		

The Surface dressing on the B1078 from just before Manor Road down

to Potash Corner has covered one of the faded slow markings. There is possible evident to suggest that this will be re painted. If so it would

Clerk

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<ul> <li>make sense for the other slow markings on the road to be replaced at the same time. The Clerk will suggest this to Suffolk Highways.</li> <li>A resident attended on of the Sizewell meetings and had the opportunity to discuss increased traffic with a traffic planner. Yes there will be increased traffic on the B1078/9 during construction of Sizewell C but the planner also said that the Ipswich Garden Suburb project is projected to significantly increase the traffic on the B1078/9 as well. It was noted that this is worth using as ammunition alongside the report that has been submitted regarding speed issues on the B1078 at Clopton Corner.</li> </ul>	Chairman/ Clerk
<ul> <li>As previously discussed the Bus timetable is prohibitive, there is no same day return trip to and from Woodbridge and the Ipswich time table has no midday journeys available. Given that Clopton Commercial park is a thriving business centre already and now has an application for additional units which could offer in the region of 125 additional jobs it seems reasonable to suggest that a better bus time table should be made available. This will be included in the Parish Councils response to the planning application and raised with Cllr Bryce.</li> <li>Rouse Hall Estate various issues were raised during the public session which will be communicated to Flagship homes by CPC:         <ul> <li>Parking on Shop Road and the corner of Rouse Hall Estate is</li> </ul> </li> </ul>	Chairman/ Clerk
still causing traffic issues.	
<ul> <li>Hedges on pavement are overgrown and do not allow for ease of</li> </ul>	
passing as cars are parked on the verges.	
<ul> <li>General lack of care of the estate area by Flagship Homes</li> </ul>	
<ul> <li>Potholes on Shop Road</li> </ul>	
Meadow behind sewage unit, can it be left as a wild flower      see a day, rether them he is a set back.	
meadow rather than being cut back.	
CPC065/21 Apologies Apologies received from Cllr Bryce	
CPC066/21 Declaration of Interests/Dispensation Applications Received	
There were no declarations of interest and no dispensation applications to	
consider in relation to this agenda.	
CPC067/21 Election of vice chairman	
Cllr Fryatt has agreed to act as Vice Chairman, this was voted unanimously in	
favour by the council.	
CPC068/21 To approve the minutes of the meeting held on Thursday 5 <sup>h</sup>	
May 2021	
The minutes were approved and signed as a true record	
Thursday 5th May Parish Council meeting minutes - click to view	
Proposer Cllr Pitt, Seconder Cllr Lye	
CPC069/21 Matters Arising from the Minutes	
Clerks voiced intention to resign – After discussion Kay has agreed to	
continue as Clerk, should workload become prohibitive she will alert the	
Chairman.	
CPC070/21 Finance	
Finance Report –	
The balances at the bank at 16 <sup>th</sup> July were:	
Parish Council community account £ 2385.22	

The Bomber savings account £ 181.68
The Premium savings account £ 2520.39

July 2021 financial statement was approved to be signed

## Authorisation of payments -

All payments authorised at the May meeting have been made and have cleared the bank.

An interest payment of 6 pence was paid into the business premium account. No interest was paid into the Bomber account

Payments totalling £575.07 to be approved during this meeting are:

- Clerks salary June/July £435.07
- Clerks expenses June/July £25
- Clerks reimbursement for ICO payment £40
- Village Hall room hire for pre scheduled meetings up to March 2022 £75

A payment of £ 1927.20 was made in between the May and July meeting as payment for Birketts solicitors for the Village Hall lease. This has been discussed in previous meetings and the expenditure was agreed in advance. The funds for this were not budgeted for and therefore will come out of the general reserves.

Proposer Cllr. Gittoes, Seconder Cllr. Bright for finance reports and payments approvals.

Transfer of funds from savings to community account re lease fee

Because the payment for Birketts is coming from the general reserves as previously agreed there will not be sufficient funds from the precept for the whole years expenditure. A transfer will have to be made for the amount of £1927.20 from the community savings account. The Clerk has transferred a test £1 from the saving account to the current account and back again to test that she is able to transfer funds, this worked. The council agreed that the Clerk should make this transfer.

Proposer Cllr. Fryatt, Seconder Cllr. Pitt

**Bank reconciliation check** – Cllr. Pitt has checked and approved the bank reconciliation in advance of the meeting.

## **CPC071/21Planning Matters**

**Planning Decisions –** Application DC/21/2518/FUL – Alterations to Church House Grundisburgh Road Clopton Suffolk IP13 6QB – Awaiting East Suffolk Councils decision

Application DC/21/1235/AME and Ref. No: DC/21/2396/LBC Ancient House Shop Road Clopton Suffolk IP13 6QP listed building alterations and amendment of existing application – East Suffolk Council have refused.

Clerk

To consider planning application DC/21/3303/OUT  Link to - Clopton Commercial Park Debach Airfield Clopton IP13 6QT -  Extension to business park with erection of one and two-storey business units and studio/gym/creche  The new application has been studied by councillors prior to the meeting and there are no major changes from a similar application see link that was submitted and voted upon in 2019. One change noted was a water collection unit however this was seen as an improvement on the previous application by CPC.  Our previous supportive response see link was discussed and the council voted	Clerk
unanimously that the same response should be submitted however it will be stated that CPC have no objections as long as our observations stated are observed. The Clerk will submit the response to East Suffolk Council and post it on the Clopton website in the agendas and minutes section.	
Planning Applications received after the agenda was produced - No additional applications have been received  Other planning matters – None	
CPC072/21 2022 Jubilee There will be a national wide lighting of beacons to celebrate the Queens Platinum Jubilee 2 <sup>nd</sup> June 2022 at 9.15pm. CPC discussed if this is something that we would like to participate in and it was agreed to do so. CPC also agreed in principle to a possible village event during the Jubilee Bank Holiday weekend. A committee has been formed to discuss plans for the Beacons and the event and the committee will inform the full council of their discussions at the next CPC meeting.	CIIr Gittoes CIIr Lye CIIr Pitt CIIr Bright
CPC073/21 B1078/9 Speed issues Cllr Raffell has circulated his report to SCC, East Suffolk Council and Highways. It was agreed to post this report on the Clopton website.	Clerk
SCC Cllr Bryce has kindly responded to the submission of our report by letter and has expressed her understanding as a user of the road and is keen to do what she can to assist with this issue within Suffolk County Council, this is ongoing	
As per item CPC064/21 we will raise the issues of additional traffic from the Ipswich Garden Suburb project to SCC	Chairman/ Clerk
CPC074/21 Village Hall Lease Renewal 25 year lease has been exchanged and signed by both parties. However it has been agreed that the Parish Council and the Village Hall Committee will communicate more closely in future regarding work that is required on the Village Hall and the avenues of funding for that work, a 5 year plan will be considered. A discussion will be carried out prior to the September CPC meeting.	CPC and VHC
CPC075/21 Woodland Trust Trees – Village Hall site	

The Village Hall Committee would like to order in the region of 15 spring flowering trees from the Woodland Trust who are running a scheme currently where local communities can be gifted free trees, stakes and wildlife covers.	
These will be planted around the Village Hall site to help to replenish the tree population. CPC have agreed for this to go ahead.	
CPC076/21 Clerk's Report on Urgent Decisions since the last meeting	
A bill from Eon for £109.54 has been unexpectedly received for the phone box	
on the B1078. It was our understanding that BT were absorbing the electricity	
fees for phone boxes used as Defibrillator kiosks. The Clerk has been in contact	
with Community Heartbeat Trust who have experienced such bills before for	
other councils and they are attempting to get it resolved on our behalf.	
CPC077/21 Officer's and Representative's Reports	
Cllr Bright has been attending online training sessions for new councillors, these	
have been informative thus far.	
CPC078/21 Correspondence All relevant correspondence has been circulated	
by email	
CPC079/21 Matters to be brought to the attention of the Council for the	
next meeting	
Application for a debit card to be used by the Clerk to make payments up to the	
limit of £100, as per standing orders, to pay for items that have to be paid online. Currently these payments are being made personally by the Clerk and	
being reimbursed by cheque which can be up to 2 months later.	
CPC080/21 Dates of future meetings	
Currently all meetings are held via Zoom as per Covid restrictions. The Annual Parish Meeting may need to be postponed until an in person	
meeting can be arranged.	
16 <sup>th</sup> September 2021, 7.30pm, Village Hall, Parish Council Meeting.  10 <sup>th</sup> No. 11 Council Meeting.	
18 <sup>th</sup> November 2021, 7.30pm, Village Hall, Parish Council Meeting.	
<ul> <li>20<sup>th</sup> January 2022, 7.30pm, Village Hall, Parish Council Meeting.</li> </ul>	
<ul> <li>17<sup>th</sup> March 2022, 7.30pm, Village Hall, Parish Council Meeting.</li> </ul>	
Meeting closed at 8:55pm	
Chairman:	
Date:	