

CLOPTON PARISH COUNCIL

Minutes of the Parish Council Meeting held at Clopton Village Hall
On Wednesday 18th September 2024 at 7.30 pm.

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| Present: Cllr Tiley-Nunn, Cllr Raffell, Cllr Pitt, Cllr Lye, Cllr Bright, Cllr Elia. | In Attendance: D Gooch (Clerk), 6 Residents, including John Dawson (JD), Jenny Schurr (JS), Julie Gittoes (JG), & John Bailey (JB). | Apologies DC Hedgley |
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| <p>CPC098/24 Chairmans Welcome Cllr Tiley-Nunn welcomed everyone to the meeting.</p> <p>CPC099/24 Public Forum/Open Session County Councillor's Report See CC Bryce's Carlford Division August 2024 Parish Newsletter. District Councillor's Report See DC Dan Clery's GLI Group August Parish Report which had been distributed prior to the meeting.</p> <p>CC Bryce highlighted from here report:</p> <ul style="list-style-type: none"> i) an Electric Vehicle pilot scheme that would be running across Suffolk; ii) the need for safe disposal of lithium-ion batteries, in the light of recent major fires at scrapyards; iii) Solar Together, a community-led solar panel initiative launched in Suffolk; iv) Ofsted has published its report into Suffolk County Council's children's services, rating the service as 'requires improvement to be good'. This was disappointing although the improvements required were generally admin processes; v) Suffolk County Council have started publishing reports, in priority order, for communities worst hit during Storm Babet. People who suffered internal flooding are urged to apply for the £5k grant to make their homes more resilient to future floods. Applications can be made until April 2025 and anyone interested should contact floodgrants@suffolk.gov.uk <p>CC Bryce said that B1079 road closure at Grundisburgh was on target to complete at the weekend, and there was a commitment to repair any resultant damage to the roads. CC Bryce also noted that the signage had been inadequate.</p> <p>CC Bryce advised the PC re planning application SCC/0092/24SC/SCREEN, environmental impact assessment (EIA) Scoping Request for the Extraction and Processing of Sand and Gravel, a gravel pit in Westerfield (estimated mineral reserves ~1.7 M tonnes, extracted at 125 K tonnes/year with 85K tones/year infill, over ~16 years). She noted this was an EIA at this stage, and that route information for the HGV traffic (126 movements/day) was unknown.</p> <p>DC Clery apologised being unable to attend previous PC meetings. From his report he highlighted proposals for transformation of recycling services to increase the range and volume of products which can be presented for household recycling. Changes will be introduced in Spring 2026. The PC and residents commented on the potential impact of glass collection on bottle banks, and disposal of nappies!</p> <p>(CC Bryce and DC Clery left the meeting after their reports.)</p> | |
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| <p>i) JD noted the collision near Aspen Lodge on the B0178 which resulted in two cars badly damaged, and the road blocked. Police had attended but it wasn't known if they'd record the incident as the vehicle occupants had been protected from major injury by the air bags deploying. It was also noted that fairly recently a vehicle had hit a telegraph pole further up the road, and this was where the speed survey was due to be completed.</p> <p>ii) JS said that the youth group had been running for two weeks and was going well. Debach Enterprises had contributed £200 for consumables, and the diocese contributing £200 for equipment. Cllr Pitt said she was pursuing locality budget funding with CC Bryce. JS also said that a village choir was being started, and Christopher Borrett, Director of Music at Mary-le-Tower was attending on 3rd November.</p> <p>iii) JG commented that hedge trimming would help visibility and motorists turning at the Manor Road/B1078 junction. JG also offered to arrange a parish litter pick in November, and asked if the PC would be arranging a fair to celebrate the Victory in Europe (VE Day 80, Thursday 8th May 2025) day next year.</p> <p>iv) JB introduced himself to the PC as a new resident having moved into the village 3 weeks ago. He volunteered to help as a 'doer', bringing his skills as a landscaper, who also fits and maintains play equipment (see also CPC108/24 Village Hall).</p> <p>v) Cllr Raffell said he'd investigated a replacement metal pole for the sign at the bottom of Birds Hill; the cost was ~£72 + VAT & delivery, plus a few bags of 'Postcrete' or similar. The PC agreed to pay for the materials, and JB offered his help to fit the replacement pole.</p> | <p>Clerk to contact CC Bryce re the incidents, & speed survey.</p> <p>Clerk to add VE Day 80 to the November agenda</p> <p>Clerk & Cllr Raffell to liaise to purchase materials</p> | | | | | | | | | | | | | | |
| <p>CPC100/24 Apologies DC Hedgley. Cllr Tiley-Nunn agreed to check with Cllr Ashard who had been ill.</p> | <p>Cllr Tiley-Nunn</p> | | | | | | | | | | | | | | |
| <p>CPC101/24 Declaration of Interests/Dispensation Applications Received None.</p> | | | | | | | | | | | | | | | |
| <p>CPC102/24 The Minutes of the Meeting of the Council 21st August 2024 were approved. Proposer Cllr Pitt, Seconder Cllr Lye.</p> | | | | | | | | | | | | | | | |
| <p>CPC103/24 Matters arising from the minutes Clerk had submitted the planning application response DC/24/2573/FUL.</p> | | | | | | | | | | | | | | | |
| <p>CPC104/24 Finance Finance Report – At 11th September 2024, the balances at the bank were:</p> <table> <tr> <td>Parish Council community account</td><td>£5,357.09</td></tr> <tr> <td>The Bomber savings account</td><td>£ 185.66</td></tr> <tr> <td>The Premium savings account</td><td>£1,758.17</td></tr> </table> <p>Incoming payments: Interest payments £0.69 to Bomber account, and £6.55 to Business premium account, both received on 03 September. The September 2024 financial report was signed.</p> <p>Authorisation of payments – There were no payments yet to clear at the bank. Payments totalling £1027.20 to be approved at the meeting:</p> <table> <tr> <td>Village Hall - Additional PC meeting 21/8/24</td><td>£ 15.00</td></tr> <tr> <td>Clerk pay £423.30 + Expenses £25.00, Aug/Sept 2024</td><td>£448.30</td></tr> <tr> <td>HMRC Employer's Payslip P30 Q2 2024/25</td><td>£211.60</td></tr> <tr> <td>Insurance renewal Ansvar, ACY 2388026, Due 30 Sept</td><td>£352.30</td></tr> </table> <p>Proposer Cllr. Raffell, Seconder Cllr. Bright for finance report and payment approvals.</p> <p>Bank reconciliation check - This had been completed by Cllr Pitt.</p> | Parish Council community account | £5,357.09 | The Bomber savings account | £ 185.66 | The Premium savings account | £1,758.17 | Village Hall - Additional PC meeting 21/8/24 | £ 15.00 | Clerk pay £423.30 + Expenses £25.00, Aug/Sept 2024 | £448.30 | HMRC Employer's Payslip P30 Q2 2024/25 | £211.60 | Insurance renewal Ansvar, ACY 2388026, Due 30 Sept | £352.30 | |
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| <p>Insurance renewal – Ansvar Insurance (CAS), Charity & Community Essentials, ACY 2388026, Due 30th September, £352.30 (previously £309.66). This highlighted that the Zoll AED3 defibrillator is missing from the Asset Register. It cost £2,320 +VAT, and installed 20th March 2019. The insurance renewal was approved by the PC.</p> <p>Citizens Advice Suffolk donation - The PC agreed a £100 donation, noting this was within the 2024/25 budget.</p> | <p>Clerk to progress donation + payments</p> |
| <p>CPC105/24 Planning Matters Planning decisions: None. Clerk agreed to check planning decisions as the PC were aware of updates that hadn't been reported. Planning applications considered since 21st August meeting: DC/24/3160/TPO: Proposal: 1no. Oak (T2 on plan) - Fell. Site address: Oak Tree Cottage, Shop Road, Clopton, Woodbridge, Suffolk IP13 6QP. Due date: 30 September 2024. The PC agreed they had no objection to the tree removal. (It was also noted that the tree removal may cause other subsidence issues.)</p> <p>Planning Applications received after the agenda was produced - None.</p> <p>Other planning matters i) AEPA update AEPA had requested PC support for the proposed letter to Ed Miliband, and PC endorsement of the Draft Constitution for the East Suffolk Communities Energy Partnership. These had been distributed to councillors, 11 September. The above were agreed by the PC.</p> | <p>Clerk to check planning updates</p> <p>Clerk to submit response</p> <p>Clerk to respond to AEPA.</p> |
| <p>CPC106/24 Governance Vice-Chair role - The PC agreed to defer this to the November meeting. Emergency Planning - The PC noted the CEP-lite template for parishes, but decided not to use this, noting that the Emergency Preparedness Guides had been distributed to residents, and other supporting information was available on the web site.</p> | |
| <p>CPC107/24 Traffic and Road Safety issues i) See item in CPC099/24 Public Forum/Open Session. ii) The PC noted the Shop Road resurfacing due 23 to 25 September.</p> | |
| <p>CPC108/24 Village Hall matters JD said that: - volunteers had tidied-up the field around the village hall; - the wooden enclosures for the bottle banks had now gone, after him complaining that the bottle banks weren't being replaced in them after being emptied; - a ROSPA safety inspection highlighted that the play equipment was deteriorating, but it wasn't clear in the lease who was responsible for replacement and/or maintenance/repairs.</p> | <p>Cllr Tiley-Nunn to progress</p> |
| <p>CPC109/24 First Responders for Clopton and Otley Cllr Bright said that:</p> <ul style="list-style-type: none"> Two Clopton First Responders were starting, bringing the number to ten. Cllr Bright had stepped back from responding to recovery alerts due to work commitments, but continuing with other activities. | |

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| <ul style="list-style-type: none"> • AED training was being provided to residents at Otley Village Hall. Clopton residents could also attend, although this hadn't been publicised. | |
| CPC110/24 Clerk's Report on Urgent Decisions since the last meeting None. | |
| CPC111/24 Officer's and Representative's Reports None. Others None. Upcoming events/meetings: See here . | |
| CPC112/24 Correspondence The following were noted by the Parish Council: i) Consultations ▪ Street Trading This was previously noted at the PC meeting 21st March 2024. The latest consultation is open until Friday 20 September 2024. All responses to this consultation will be reported to the Licensing Committee on 21 October 2024. Proposed new statement: Community events on certain consent streets The following streets [list streets] have been designated by the Council as consent streets. ... In general street trading will not be permitted on these streets. However, an exception will be made for street trading in connection with community events, such as fairs, carnivals, and parades. For the purposes of this policy, community events will generally be organised or sponsored by the parish/town/district council and will usually be annual, seasonal or one-off events. Each application for a street trading consent on these streets will be considered on its own merits but is likely to be refused unless the application is made in connection with a community event. The current Street Trading Policy is here . ▪ NALC Survey on National Planning Policy Framework (NPPF) NALC were seeking views from local councils on the government's proposed reforms to the National Planning Policy Framework (NPPF). The Ministry of Housing, Communities and Local Government is proposing revising the NPPF to achieve sustainable growth in the planning system. This is re the government's goal to increase housing delivery to 1.5 million new homes nationally over 5 years, with different way to calculate the targets, and a new class of area designating 'grey belt' land within existing 'green belt' if they do not have enough housing land available. The consultation also includes wider policy proposals concerning increasing planning fees, local plan intervention criteria and appropriate thresholds for certain Nationally Significant Infrastructure Projects. This was distributed to councillors, 15th August, with completion date 9th Sept. SALC commissioned some additional guidance for PCs to help with their response (received 7th September) and was used for SALC's response via NALC. ▪ ESC Pre-application (Planning) Advice Service Ten question survey is here: https://eu.surveymonkey.com/r/9ZH7VZM (Closing date for responses: Friday 4 October 2024 at 5pm.) ii) Suffolk Police and Crime Panel 2023/24 Annual Report The 2023/24 Annual Report of the Suffolk Police and Crime Panel has now been published, and is available on the County Council's website here: Suffolk-PCP-Annual-Report-2023-2024 . iii) ESC Planning, Building Control & Coastal Management Newsletter The latest Planning, Building Control and Coastal Management newsletter was distributed to councillors 15th August. iv) ESC Winter Grant Scheme ESC is asking people to think ahead to winter, and how their communities could | |

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| <p>provide support for residents who need it during the colder months. Funding will be available through two schemes being launched on Monday 9th September, with closing date Monday 30th September, allowing all projects to be considered by a grant panel in time for launching by November.</p> <p>Depending on the size of the community, grants of up to £3,000 will again be available for 'Warm Welcomes' to provide somewhere safe, warm and welcoming for people who may be struggling to meet the cost of living.</p> <p>v) An Introduction to Rural and Community-Led Housing</p> <p>Community-led housing aims to produce high quality, affordable, sustainable homes with local communities involved throughout the process.</p> <p>Community Action Suffolk hosted Zoom session, Thursday October 3rd, 2-3pm</p> <p>Book here: https://cas.aidecrm.co.uk/booking/network-event-booking-form?event_id=3554</p> <p>vi) SALC moves to .gov.uk domain</p> <p>In view of the current drive to encourage councils to move to a .gov.uk domain including emails, and in order to lead by example, SALC have now made the move to .gov.uk.</p> <p>vii) SALC, East Suffolk Area Forum, 1st October 2024, 7pm online</p> <p>viii) Sizewell C SZC Community Forum</p> <p>9th October 2024, 7-9pm, High Lodge Leisure, Haw Wood Hinton Nr, Saxmundham IP17 3QT.</p> <p>(Deadline for pre-submitted questions is 12 noon, Wednesday 2nd October 2024.)</p> | |
| <p>CPC113/24 Matters to be brought to the attention of the Council for the next meeting</p> <p>None.</p> | |
| <p>CPC114/24 Dates of future Parish Council meetings:</p> <ul style="list-style-type: none"> Wednesdays: 20th November 2024, 15th January 2025, & 19th March 2025. All 7.30pm in the Village Hall. | |
| <p><i>Meeting closed at 8:50pm</i></p> | |
| <p>Chairman:</p> <p>Date:</p> | |