

# CLOPTON PARISH COUNCIL

## PARISH COUNCIL MEETING

Wednesday 24<sup>th</sup> September 2025 at 7.30 pm Clopton Village Hall

## A G E N D A

**Members of the public will have the opportunity to speak regarding any items on this agenda or raise issues for future consideration at the discretion of the Chairman.**

**1. Chairman's Welcome**

**2. Apologies**

- To receive councillor's apologies for absence.

**3. Public Forum/Open Session**

- County and District Councillor's Reports  
DC Clery's [August 2025 ESC GLI Parish Report](#), and [ESC Leader's Bulletin](#).  
[DC Hedgley's September 2025](#) report
- Other items

**4. Declaration of Interests/Dispensation Applications Received**

**5. Minutes**

- To approve the [Minutes of the Meeting of the Council Wednesday 16<sup>th</sup> July 2025](#).

**6. Matters arising from the minutes**

**7. Finance**

- To review adequacy of [25/26 insurance cover](#), and approve insurance renewal
- To receive the September financial report from the RFO including balances at the bank.  
[September 2025 Financial Report](#)
- To receive and approve payments since last meeting and authorise payments.  
Bank reconciliation check
- Review [updated 25/26 Internal Controls](#) - please view prior to meeting
- SALC Payroll service price increase
- NJC salary award for 2025-2026

**8. Planning matters**

- To receive planning decisions
  - i) DC/25/1997/FUL, and DC/25/1998/LBC: Demolition of rear extension, erection of single storey rear extensions - revised scheme to approved DC/24/4271/FUL addition of plant room to allow fitting of air source heat pump to reduce carbon footprint of building. Manor Cottage, Manor Road, Clopton, IP13 6SH. Application permitted by ESC. CPC had no objection.
  - ii) DC/25/2448/FUL Construction of part two storey/part single storey rear extension & single storey front extension. 3 Otley Road, Clopton, IP13 6QQ. Application Permitted by ESC. CPC had no objection.
  - iii) DC/25/2059/FUL Installation of additional window on front elevation of existing single storey outbuilding. Corner Farm, Shop Road, Clopton, Woodbridge, Suffolk IP13 6QP. Application Permitted by ESC. CPC had no objection, although recommending a condition.
- To consider planning applications received
  - i) DC/25/3074/DRC Discharge of condition Nos. 1B, 7 and 8 of DC/24/4101/FUL - Erection of a new two storey building and associated external works at Clopton Commercial Park, for 9no. new business units. - Biodiversity Net Gain - Fire Hydrants - landscaping scheme - Clopton Commercial Park Debach Airfield Clopton IP13 6QT. For information only. Application Permitted by ESC (email 09/9).

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- To consider planning applications received after the agenda was produced
- Other planning matters.
  - i) SCC/0093/25SC Westerfield Quarry  
Land east of Westerfield/Witnesham Road (B1077), Westerfield, Ipswich, Suffolk, IP6 9AJ  
Extraction and processing of sand and gravel with restoration to original ground levels, erection of associated infrastructure, solar photovoltaics and access to the public highway. CPC's Objection submitted.
  - ii) To consider joining CPRE

## 9. Governance

- To receive update on Website and Email Migration  
[clerk@cloptonparishcouncil.gov.uk](mailto:clerk@cloptonparishcouncil.gov.uk), and <https://cloptonparishcouncil.gov.uk/clopton-parish-council/>
- To adopt [IT Policy](#)
- Councillor training
- Audit update

## 10. Traffic and Road Safety issues

### 10.1 B1078 Speed Limit

### 10.2 Sizewell Proposed Road Safety Improvements

#### 1) Extension of a 30mph Speed Limit

- **B1078 BORDER COT LANE, WICKHAM MARKET** - 30mph in either direction from 191.5 metres East of Valley Road, then easterly for 699 metres of the point where the existing 30mph starts.

- **B1078 IPSWICH ROAD, CHARSFIELD** – 30mph in either direction, starting 236 metres east of its junction with Church Road then easterly for 501 metres to the point where the existing 30mph starts, west of junction with The Street.

#### 2) Implementation of a 40mph Speed Limit

- **B1078 CHARSFIELD ROAD, CLOPTON** - 40 mph in either direction from 262 metres west of the junction with Manor Road, then easterly for 734 metres.

#### 3) Implementation of a 50mph Speed Limit

- **B1078 HIGH STREET, CODDENHAM** – 50mph in either direction for the length of the B1078, from the end of the existing 30mph speed limit in Coddenham, 300 metres east of the junction with Cooper Road, then easterly along the B1078 to a point where an existing 40mph speed limit commences, 200 metres west of the junction with B1077 The Green.

## 11. First Responders for Clopton and Otley

## 12. Officer's and Representative's Reports

### 12.1 Village Hall Report (PC representative).

Others

#### Upcoming events/meetings:

i) SALC East Suffolk Area Forum - 25th September, 7pm

See also: <https://threecouncilsforsuffolk.org/> and <https://onesuffolkcouncil.co.uk/one-suffolk-one-council-one-stronger-future/>

ii) ESC Community Partnership, 13th October (& 3<sup>rd</sup> December, venue TBD), 2-4pm, Martlesham Parish Rooms, Felixstowe Road, Martlesham, IP12 4PB Martlesham Parish Rooms, Felixstowe Road, Martlesham, IP12 4PB.

iii) ESC Community Partnership Annual Forum 2025 - 27th October, East Coast College, Lowestoft.

## 13. Correspondence (for information)

### 13.1 Local Government Reorganisation in Suffolk

## 14. Matters to be brought to the attention of the Council for the next meeting

## 15. Dates of future meetings:

- 19<sup>th</sup> November 2025, 21<sup>st</sup> January 2026, & 18<sup>th</sup> March 2026.

All at 7.30pm in the Village Hall

Signed..... Clerk to Clopton Parish Council

Date.....