

# CLOPTON PARISH COUNCIL

**Minutes** of the Parish Council Meeting held at Clopton Village Hall  
On Wednesday 30<sup>th</sup> September 2026 at 7:30 pm.

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| <b>Present:</b><br>Cllr Ian Tiley-Nunn, Cllr John Bailey, Cllr Gary Bright, Cllr Susana Blois, Cllr Maria Elia, Cllr Adam Jefford. | <b>In Attendance:</b><br>District Cllr Dan Clery, Sophia Charalambous (Clerk) and 3 members of the public. | <b>Apologies</b><br>County Cllr Elaine Bryce sent her apologies. |
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| <b>CPC024/52 Chairman's Welcome and apologies</b><br>Cllr Ian Tiley-Nunn chaired the meeting and welcomed everyone.<br>Cllr Amanda Pitt sends her apologies; this was pre-approved.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                        |
| <b>CPC025/53 Parish Councillor co-option</b><br>Local community member Adam Jefford was co-opted as a councillor by the Parish Council.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                        |
| <b>CPC025/54 Acceptance of Declaration</b><br>The Acceptance of Declaration was signed by Cllr Adam Jefford before the clerk Sophia Charalambous and the Chairman Cllr Ian Tiley-Nunn.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                        |
| <b>CPC026/55 Public Forum/Open Session</b> <ul style="list-style-type: none"> <li>County and District Councillor's Reports</li> <li><u>District Councillor Dan Clery's Report</u></li> </ul> <p>District Councillor Dan Clery attended the meeting and spoke of his recent report for September including the pause of Local Government re-organisation and the elections which are due to take place in May 2027.</p> <p>A recent change has been made to the planning regulations, with two committees merging into one. The planning applications of 1 – 8 dwellings will now be made directly by planning officers, while others which are larger developments will be submitted to higher Government for a decision.</p> <p>The waste and recycling problems were raised and Cllr Bailey noted issues with not being able to report missing collections via the app.</p> <p>There have been a number of changes including staffing, new vehicles, new routes, and changes to collection days which have contributed to ongoing problems.</p> <p>A request for compensation from the Council tax was made, and it was noted that a 0.2% was discussed, however this was rejected.</p> <p>Cllr Ian Tiley-Nunn asked if the Council will look into ways of recovering the consultancy costs incurred. District Cllr Dan Clery confirmed this will be looked into.</p> <p>The PC are interested in what the total cost of wasted money is for the Government re-organisation work and what ways the Councils (both East Suffolk and Suffolk County) intend to recover this. Cllr Dan Clery will look into this and find out their plan.</p> <p>A member of the public noted that the speed reduction to 60mph from 50mph from Ashbocking to Coddendam has been completed, however they are concerned that Clopton Corner has not yet been completed although this has been agreed. The PC informed the community member that this location is on the list for Highways to complete, however no timescale has been given.</p> | <b>Clerk to contact Suffolk Highways regarding Clopton Corner to find out the timescale for the speed reduction to be implemented.</b> |
| <b>CPC027/55 Declaration of Interests/Dispensation Applications Received</b><br>Chairman Ian Tiley-Nunn declared an interest in the planning application DC/26/2853/FUL.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                        |



**CPC031/59 Finance**

9.1. To receive the September financial report from the RFO including balances at the bank.

**Balances at bank as of 29<sup>th</sup> September 2026**

|                          |                  |
|--------------------------|------------------|
| <b>Community Account</b> | <b>£2,971.16</b> |
| <b>Business Account</b>  | <b>£7,908.52</b> |
| <b>Bomber Account</b>    | <b>£190.33</b>   |

9.2. To receive and approve payments since last meeting and authorise payments.

| <b>Payments since last meeting</b> |                        |                |               |
|------------------------------------|------------------------|----------------|---------------|
| <b>Date</b>                        | <b>Description</b>     | <b>Payee</b>   | <b>Amount</b> |
| 23.07.2026                         | Data Protection fee    | ICO            | £47.00        |
| 10.08.2026                         | Website domain renewal | CAS            | £54.50        |
| 10.08.2026                         | Clerk July/ August pay | S Charalambous | £577.86       |

9.3. Bank reconciliation check

This was emailed to the Parish Councillors and has been acknowledged.

9.4. Bank mandate

A new bank mandate has been requested to remove individuals who no longer require access.

9.5. To review adequacy of 26/27 insurance cover and approve insurance renewal.

The PC agreed to renew the insurance with Community action Suffolk at a rate of £407.58.

9.6. NJC clerk salary award

An increase of 3.3% has been agreed by the NJC for all Parish Council clerks for 2026/2027. This is to be backdated from April 2026.

The clerk requested a pay rise, which was agreed in principle with a pay rate and further details to be confirmed in November's meeting.

9.7. Remembrance wreath

To PC agreed to purchase a poppy wreath from The Salvation Army for £25 and to give a £5 donation.

Chairman Ian Tiley-Nunn will attend to lay the wreath on Remembrance Sunday 8<sup>th</sup> November 2026.

**Clerk to submit signed bank mandate forms online by 30<sup>th</sup> October 2026.**

**Clerk to notify CAS to renew the policy and make payment.**

**A rate is to be discussed and agreed at November's meeting.**

**Clerk to purchase poppy wreath.**

**CPC033/61 Planning matters**

To receive planning applications and decisions:

i) **DC/26/3172/CLE:** Certificate of lawful Use (Existing) - Proposed retention of summerhouse. Awaiting decision.

ii) **DC/26/2853/FUL:** Replacement dwelling and access- Awaiting decision.

iii) **DC/26/1351/OUT:** Outline Application - Demolition of a wooden structured 20 year old stable block, to rebuild on the same site and same hard standing. For the purpose of holiday lets, along with a bike store, additional landscaping and 3 parking spaces on existing hard standing utilising existing approved access. Application permitted.

10.2. To consider planning applications received after the agenda was produced

i) **DC/26/3291/VOC:** Variation of Condition No. 6 of DC/26/0816/FUL - Change of use from annexe to holiday let and independent living accommodation for use by SZC workers - 6. SZC Worker Condition

Expiry 20<sup>th</sup> October 2026.

This was acknowledged by the PC. They have no comments.

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| <b>CPC034/62 Correspondence</b><br>Internal Audit<br>Trevor Brown was instructed to complete the internal audit due to the lack of response from Heelis & Lodge. This has now been completed.<br>This was acknowledged by the PC.                                           |  |
| <b>CPC036/63 Matters to be brought to the attention of the Council for the next meeting</b> <ul style="list-style-type: none"> <li>▪ Chairman Ian Tiley-Nunn plans to step down from his role at the end of next year, May 2027.</li> <li>▪ Playground equipment</li> </ul> |  |
| <b>CPC036/64 Dates of future Parish Council meetings:</b><br>25 <sup>th</sup> November 2026. At 7.30pm in the Village Hall                                                                                                                                                  |  |
| <i>Meeting closed at 9:05pm</i>                                                                                                                                                                                                                                             |  |
| Chairman: .....<br><br>Date: .....                                                                                                                                                                                                                                          |  |