

CLOPTON PARISH COUNCIL

Minutes of the Parish Council Meeting held at Clopton Village Hall
On Wednesday 18th March 2026 at 7:30 pm.

Present: Cllr John Bailey, Cllr Gary Bright, Cllr Susana Blois, County Cllr Elaine Bryce.	In Attendance: S Charalambous (Clerk) and 4 members of the public, including Cllr Nikki Cole.	Apologies Cllr Ian Tiley-Nunn (Chairman), Cllr Maria Elia, Cllr Amanda Pitt.
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CPC011/26 Chairmans Welcome Cllr John Bailey (Deputy Chair) welcomed everyone to the meeting.	
CPC012/26 Apologies Cllr Ian Tiley-Nunn, Cllr Maria Elia, Cllr Amanda Pitt. were unable to attend. This was pre-approved.	
CPC013/26 Co-option of a new parish councillor. Community member Nikki Cole has shown a keen interest in joining the parish council, attending meetings, and participating regularly. The councillors believe Nikki will be a great asset to the Parish Council and there was a unanimous vote to co-opt Nikki Cole as the new councillor.	Clerk to add Cllr Nikki Cole to the register of interests.
CPC014/26 Declaration of acceptance as councillor Cllr Nikki Cole completed a declaration of acceptance before the Deputy Chair Cllr John Bailey and the Clerk Sophia Charalambous.	
CPC015/26 Public Forum/Open Session i) A community member enquired about the last payment due to the 'Off The Bus' children's club held at the village hall. The Locality Fund payment was received by the Parish Council on 18 th March 2026 and will be paid to the PCC. ii) A member of the public discussed the recent flooding in the village, particularly on their road, which they have reported online to Suffolk Highways. This, however, was not seen as a priority by Highways as it is not a main road. iii) County Councillor Elaine Bryce discussed her recent report and spoke about the proposed Quarry in Westerfield, which will not be reviewed until after elections take place in May 2026. She stated that an Independent Economic impact study will be carried out. The positive outcome of reduced speed limit in Clopton was mentioned, however there is still no current update as to when this will come into place. Cllr Elaine Bryce stated how she will ensure new budgets are spent wisely repairing the roads in 2026/2027. Particularly as only 23 pence per £1 of the budget funds highways maintenance, including potholes, drainage and signs. The remaining 77 pence goes towards adult and children's social care.	Clerk to set up payment of funds to the PCC, to be co- authorised.
CPC016/26 Declaration of Interests/Dispensation Applications Received None.	
CPC017/26 Minutes The Minutes of the Parish Council Meeting held on Wednesday 21 st January 2026 were approved.	
CPC018/26 Matters arising from the minutes. <ul style="list-style-type: none"> Funding for Village Hall Terrace & Pathway – There is potential funding from District/County Councillors new budget in April 2026. The VH Committee wish for this to be funded by the parish council as they can claim back the VAT. <p>The possibility of Sizewell C funding the VH projects were discussed again. Cllr Gary Bright will work alongside the VH committee to apply for potential funds.</p>	Clerk to contact County & District Cllrs re the new budget before 1st April. Cllr G Bright to apply for potential

<p>The councillors suggested reaching out to the community members for help with funding the pathway and terrace area. Cllr Susanna Blois and Cllr Nikki Cole will lead on seeking possible funding via donations from the community.</p>	<p>funds via Sizewell C.</p> <p>Cllr S Blois and Cllr N Cole to reach out to community.</p>																														
<p>CPC019/26 Finance</p> <p style="text-align: center;">Bank Balances as of 18/03/2026</p> <table style="margin-left: auto; margin-right: auto;"> <tr> <td>Community Account</td> <td style="text-align: right;">£3,441.89</td> </tr> <tr> <td>Business Account</td> <td style="text-align: right;">£1,792.49</td> </tr> <tr> <td>Bombers Account</td> <td style="text-align: right;">£189.29</td> </tr> </table> <ul style="list-style-type: none"> • To receive and approve payments since last meeting and authorise payments. <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Date</th> <th style="text-align: left;">Payment</th> <th style="text-align: right;">Total</th> <th style="text-align: right;">VAT</th> </tr> </thead> <tbody> <tr> <td>05.01.26</td> <td>Clopton Village Hall Hire</td> <td style="text-align: right;">£15.00</td> <td style="text-align: right;">£0.00</td> </tr> <tr> <td>05.01.26</td> <td>Clopton PCC (Locality Fund)</td> <td style="text-align: right;">£120.00</td> <td style="text-align: right;">£0.00</td> </tr> <tr> <td>02.02.26</td> <td>Clerk Pay Dec/Jan S Charalambous</td> <td style="text-align: right;">£529.66</td> <td style="text-align: right;">£0.00</td> </tr> <tr> <td>02.02.26</td> <td>Clopton PCC (Locality Fund)</td> <td style="text-align: right;">£640.00</td> <td style="text-align: right;">£0.00</td> </tr> <tr> <td>18.03.26</td> <td>Clopton PCC (Locality Fund)</td> <td style="text-align: right;">£120.00</td> <td style="text-align: right;">£0.00</td> </tr> </tbody> </table> <p>Bank reconciliation check – The bank reconciliation and supporting bank statements have been distributed and checked.</p> <p>ii) The Bombers Account was discussed, in particular the purpose of the funds. Cllr John Bailey offered to visit the monument to check if any repairs or maintenance is required.</p>	Community Account	£3,441.89	Business Account	£1,792.49	Bombers Account	£189.29	Date	Payment	Total	VAT	05.01.26	Clopton Village Hall Hire	£15.00	£0.00	05.01.26	Clopton PCC (Locality Fund)	£120.00	£0.00	02.02.26	Clerk Pay Dec/Jan S Charalambous	£529.66	£0.00	02.02.26	Clopton PCC (Locality Fund)	£640.00	£0.00	18.03.26	Clopton PCC (Locality Fund)	£120.00	£0.00	<p>i) Clerk to check all Locality Funds totaling £1000 have been received and to be paid to PCC.</p> <p>ii) Cllr J Bailey to feedback about the monument at the next meeting.</p>
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<p>CPC020/26 Governance</p> <p>To review and approve the following policies:</p> <ul style="list-style-type: none"> • Privacy Notice • Data Protection Impact Assessment • Data Retention Policy • Subject Access Request Policy <p>The policies were distributed prior to the meeting and approved by the councillors at the meeting.</p>	<p>Clerk to upload new policies onto website with the correct dates.</p>																														
<p>CPC021/26 Planning matters</p> <p>Planning applications received since 21st January 2026 meeting:</p> <p>None.</p>																															
<p>CPC022/26 Clerks report</p> <p>i) Bank mandate – Change of authorisers for the bank accounts. Cllr John Bailey, Cllr Susana Blois and Cllr Nikki Cole to be added to the bank accounts.</p> <p>ii) Noticeboard Rouse Hall Estate - The noticeboard has kindly been repaired, voluntarily by the previous clerk David Gooch who has done a tremendous job. Thank you David.</p> <p>iii) Village sign – The fallen village sign on the B1078 has been knocked down and needs repairing. This has been reported to highways online and we are awaiting a response.</p> <p>iv) The B1078/B1077 flooding – This has been reported to highways online and we are awaiting a response.</p>	<p>i) Clerk to start bank mandate to add all 3 councillors to the accounts.</p> <p>v) Cllr J Bailey to complete survey by 30th April 2026.</p>																														

<p>v) Suffolk Highways Survey – Cllr John Bailey will complete the Suffolk Highways – Town, Parish Council & Parish Meeting Survey on behalf of Clopton Parish Council.</p> <p>vi) Summer Party/Event – A proposed date of Saturday 18th July has been suggested for the summer fete; however this is yet to be confirmed. Further details and plans are to be made including the events insurance, which Cllr John Bailey has agreed to arrange. A pub night with quiz was discussed again. Cllr Gary Bright and Cllr John Bailey will meet to arrange this.</p> <p>vii) Progress report for road repairs – Roads were damaged when Grundisburgh Road was closed for Hopkins Homes to undertake junction improvements. Cllr Elaine Bryce has spoken with Paul West regarding this and will follow up with him again, once she has received specific road details from Cllr Ian Tiley-Nunn.</p>	<p>vi) Cllr S Blois to arrange meeting to plan for the summer fete. Cllr G Bright & Cllr J Bailey to discuss pub night plans.</p> <p>vii) Cllr I Tiley-Nunn to contact Cllr E Bryce with road names.</p>
<p>CPC023/26 Dates of future Parish Council meetings: 20th May 2026 (Annual Parish Council Meeting 7:00pm), 22nd July 2026, 23rd September 2026, 25th November 2026. At 7.30pm in the Village Hall</p>	
<p><i>Meeting closed at 8.41 pm</i></p>	
<p>Chairman:</p> <p>Date:</p>	