

CLAYDON & WHITTON PARISH COUNCIL

A Meeting of Claydon & Whitton Parish Council was held in offices of Suffolk Association of Local Councils on Monday 15 January 2018 at 7.30 pm

Present: Cllrs P Avis, C Barber, G Cornish, N Gutteridge, G James, CJ Studd, A Thomas, J Whitehead, J Field (County Councillor) and four members of the public.

1. CO-OPTION OF PARISH COUNCILLOR

Gerald James was co-opted onto the parish council and signed his Declaration of Acceptance of Office.

2. RESIGNATION OF PARISH COUNCILLOR

Cllr Mary Le May had resigned as a parish councillor and a letter of thanks will be sent.

3. PUBLIC FORUM

A resident reported that Church Lane has numerous potholes and SCC will be informed together with other potholes around the village.

We are actively seeking a new webmaster to replace John Tuppen who is retiring due to ill health and the Chairman thanked him for all the work he does to keep our website up to date.

4. APOLOGIES

Cllr Risbridger had apologised due to ill health. This reason for absence was accepted.

5. MINUTES OF LAST MEETING

The minutes of the meeting held on 13 November 2017 were approved and signed as a correct record.

6. CORRESPONDENCE

- (a) Cllr Cornish enquired as to why this meeting had been moved to the SALC office as opposed to the Community Centre, where it was originally meant to be. The clerk explained that this was a misunderstanding and that the SALC office is always used for the January meeting due to the Village Hall being used for pantomime rehearsals.
- (b) Neighbourhood Plan
Cllr Cornish reported that the first meeting with Planning Direct had taken place during November with another planned for December which had been cancelled due to other commitments. The main issue is whether individual councils (Claydon, Barham and Great Blakenham) would be prepared to carry out the large amount of work which would be involved. It has to be a joint plan and could not be done individually. This will be discussed further at the March meeting.
- (c) Data Protection
Cllr Avis stated that we are still waiting to hear back from SALC.
- (d) Buckingham Palace Garden Party
It was agreed that the parish council would put Cllr Studd forward to attend this event with his wife. The necessary forms will be completed and returned to SALC.
- (e) Claydon Roadside Conservation Area
Fenella Blastland (former parish councillor) would be meeting a member of SCC to help clear the roadside conservation area at the junction of Church Lane and York Crescent. Malcolm Markwell would be assisting as he has heavier duty cutting equipment and tools suitable for root removal. Fenella has stated that she will do this on a voluntary basis but we have requested that Malcolm sends an invoice in due course.
- (f) Community Action Suffolk
Training Courses are available which would suit any potential volunteer to take over the parish council's website due to the retirement of John Tuppen due to ill health.

7. PLANNING & AMENITIES REPORT

- (a) Draft minutes of meeting held 27 November 2017
These had been distributed to all parish councillors and a copy appended in the minute book.
- (b) SnOasis Parish Alliance
Cllr Studd confirmed that we are awaiting a date for a meeting of all parishes involved so that a reply can be formulated to the Application for Reserved Matters (4494/16) which is required by MSDC by 2 February 2018. The clerk will follow this up.
- (c) O/L Planning Application 1856/17
Land off Norwich Road, Barham and Claydon
Change of description from 8 to 7 self build plots and additional information dated 22 December 2017
A representative from Pigeon was present and explained the changes made to the development. It was agreed that our original comments should stand and MSDC will be informed.
- (d) Planning Application SCC/0232/17
Recreation Ground, Thornhill Road, Claydon
The Chairman and Planning Chairman had read through the Agreement regarding use of Claydon Recreation Ground and were in agreement with the proposals put forward.

8. FINANCE REPORT

- (a) Draft minutes of meeting held 23 October 2017
These had been distributed to all parish councillors and a copy appended in the minute book.
- (b) Cheque Signatories
The clerk reported on the problems being encountered in trying to change two of the cheque signatories. The first request was made on 5 October 2017 and to date this is still on-going. The clerk will speak to the Complaints Department of Barclays Bank because we only have two cheque signatories at the moment – John Whitehead and Nigel Gutteridge.
- (c) Draft Precept Report 2018/19
The Finance Chairman had presented a Budget and Precept Report for 2018/19 which is appended in the minute book and made recommendations as follows:-
- (i) that the increases and decreases to the 2018/19 budget are approved
This recommendation was proposed by Cllr Avis, seconded by Cllr Cornish and unanimously agreed.
- (ii) that Claydon & Whitton Rural Parish Council agree a budget for 2018/19 of £43,695 and sets a Precept of £56.22 for a Council Band 'D' equivalent property in 2018/19.
This recommendation was proposed by Cllr Whitehead, seconded by Cllr Barber and unanimously agreed.

The Precept upon Charging Authority form was signed by the Chairman, two parish councillors and the clerk and will be forwarded to MSDC.

The Chairman thanked Cllr Gutteridge for all his hard work in preparing these figures.

9. HIGHWAYS

No items were discussed as Cllr Field had to leave to attend another meeting. The clerk will contact him by email.

10. QUESTIONS ON WRITTEN REPORTS

- (a) County Councillor
A copy of Cllr Field's report is appended in the minute book.
- (b) District Councillor
A copy of Cllrs Caston's and Whitehead's report is appended in the minute book.
- (c) Village Hall
A copy of Geoff Rogers' report is appended in the minute book.

- (d) Recreation Ground
Nothing further to report.
- (e) SALC
No report available.
- (f) Viridor
No report available.

11. DATES OF MEETINGS 2018/19

The parish council meetings for 2018/19 will be held on the following dates:-

- 21 May 2018
- 9 July 2018
- 10 September 2018
- 29 October 2018
- 14 January 2019
- 11 March 2019

The venue for the meeting being held on 14 January 2019 has been changed to Suffolk Association of Local Councils, Hill View Business Park, Old Ipswich Road due to the Village Hall being used for pantomime rehearsals.

Date of Annual Parish Meetings – 16 April 2018 (Claydon 7 pm / Whitton Rural 8 pm)

12. ANNUAL PARISH MEETINGS

It was suggested that we might attract more parishioners if refreshments were provided and this will be discussed during our next Planning & Amenities meeting.

13. COMMUNITY CAFÉ

Cllr Cornish gave an outline of the problems concerning the Community Café as follows:-

- (a) The people running the business owe three months rent.
- (b) The café have received a number of contracts from the Community Centre, all of which they have refused to sign.
- (c) She pointed out that this is a business and cannot be run at a loss and a reasonable rental has been agreed by the Community Council.
- (d) No parish councillor has asked Cllr Cornish, who is the parish council representative on the Community Council committee, for the full facts so don't know both sides of the story and she is very upset about this as she feels the first point of contact should have been her.
- (e) The Community Council admit that they were wrong in not drawing up a contract before the business started up and communication on both sides proved to be inadequate.
- (f) The Community Council is trying to get another café in the centre of the village. Cllr Whitehead got involved in the protests regarding the closure and she felt that this was inappropriate before speaking to her.
- (g) Cllr Studd pointed out that the only time the parish council would get involved would be if the Community Council went into liquidation and the parish council would take over responsibility. The parish council was initially challenged regarding the closure and it was pointed out that they were not responsible for anything which happened concerning the Community Council.

When any dispute occurs parish councillors must get both sides of the story before making comment.

14. POLICING

Nothing further to report.

15. OLD IPSWICH ROAD

Nothing further to report.

16. CLAYDON CHURCH LANE

The large number of potholes in Claydon Church Lane will be reported to SCC.

17. WHITTON RURAL
No report was available.

The Chairman closed the meeting to allow a resident to speak on the following item.

18. A14 ROAD NOISE
A new petition form and a notice asking for volunteers to canvass door to door in their area have been drawn up.

The Chairman reconvened the meeting.

19. SUCH OTHER BUSINESS THAT IN THE OPINION OF THE CHAIRMAN SHOULD BE CONSIDERED AS A MATTER OF URGENCY BY REASON OF SPECIAL CIRCUMSTANCES TO BE SPECIFIED IN THE MINUTES
None

20. ANY OTHER BUSINESS
Cllr Barber reported that she had enquired with Came & Co regarding insurance but, we have a three year contract with them at present and she will follow this up nearer the end of the contract.

The meeting closed at 9.05 pm

Chairman