

CLAYDON & WHITTON PARISH COUNCIL

The Annual Meeting of Claydon & Whitton Parish Council was held at the offices of Suffolk Association of Local Councils, Hill View Business Park, Old Ipswich Road on Monday 14 May 2018 at 7.30 pm

Present: Cllrs C Barber, G Cornish, N Gutteridge, G James, D Mayes, S Price, CJ Studd, J Whitehead, J Field (County Councillor) and Graham Bloomfield (Pigeon)

1. ELECTION OF CHAIRPERSON FOR THE ENSUING YEAR AND TO RECEIVE THE DECLARATION OF ACCEPTANCE OF OFFICE
Cllr Cornish nominated Cllr Studd. This was seconded by Cllr Gutteridge and unanimously agreed.
2. APPOINTMENT OF VICE-CHAIRPERSON FOR THE ENSUING YEAR AND TO RECEIVE THE DECLARATION OF ACCEPTANCE OF OFFICE
Cllr Whitehead nominated Cllr Cornish. This was seconded by Cllr Barber and unanimously agreed.
3. CO-OPTION OF PARISH COUNCILLOR
David Mayes was co-opted onto the parish council and signed his Declaration of Acceptance of Office.
4. PUBLIC FORUM
No members of the public were present.
5. APOLOGIES
Cllr Thomas (away), Cllr Avis (away) and Cllr Risbridger (working). These reasons for absence were accepted.
6. MINUTES OF LAST MEETING
The minutes of the meeting held on 12 March 2018 were approved and signed as a correct record.
7. DECLARATION OF INTEREST
None
8. CORRESPONDENCE
Fenella Blastland (former parish councillor) had arranged for the scouts to cut back grass and nettles from the pathways in the Conservation Area and she will then ask Malcolm Markwell to cut the verge outside and any areas which still need tidying up.
9. 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) **1856/17** – O/L application for up to 270 dwellings.
Land off Norwich Road, Barham and Claydon
The parish council objects to this application for the following reasons:-
 1. A large proportion of the traffic from this development will come through Claydon and we will need some sort of traffic control measures put in place.
 2. Parking is already a major problem in Claydon which we feel will only be worsened by residents from the new development using the local facilities.
 3. A surgery, school and shops are of paramount importance.
 4. Drainage is a huge concern.
 5. Over-development of the site for the natural growth of the village.

6. The eastern extremity of the site is above the existing planning line for all the other buildings fronting The Slade and would potentially create a precedent and yet further development in Claydon towards what is one of our few natural habitats left in the village.

7. The right of way at the junction of Thornhill Road will be from the new development and will need traffic calming measures.

- (c) **DC/18/01889** – Erection of 1 bungalow with associated landscaping.
Land to rear (North) of 20 Station Road, Claydon
The parish council objects to this application because this development will be too close to a junction and would also set a precedent.
- (d) **DC/18/01736** – Conversion of loft including raised roof.
22 Hereford Drive, Claydon
The parish council supports this application.
- (e) **DC/18/01209** – Change of use of residential bungalow to a building used for educational purposes.
Caretakers Bungalow, Claydon High School, Church Lane, Claydon
The parish council supports this application but stress that the vehicular access must be closed.
- (f) **0085/17** – Erection of 20 dwellings including 7 affordable homes
Land between Norwich Road and Pesthouse Lane
The parish council had no comments to make on this application other than expressing their concern about the infrastructure and the cumulative affect extra traffic will have.
- (g) **DC/18/02066** – Retail unit built with 6 flats above – Restriction of operation times.
Retail Unit, Moses Walk, Great Blakenham
The parish council supports this application.
- (h) **DC/18/02063** – Erection of rear single storey extension.
22 Hazel Rise, Claydon
No comments – permitted development
- (i) SnOasis Parish Alliance
Cllr Studd had attended various meetings but there has still been no time limit set.
- (j) Neighbourhood Plan
Barham, Great Blakenham and Claydon are working towards achieving a Neighbourhood Plan. This will probably take two to three years to achieve. One place has been booked on a seminar “Introduction to Neighbourhood Plan” being held on 12 June.
- (k) Planning Applications – Approved and Awaiting Approval by MSDC
An updated list had been distributed to all parish councillors.
- (l) Claydon Pre School
SCC hold a lease from 26 January 2011 for the land for the Pre-School from the Parish Council. The lease requires that SCC require consent for any alterations to the property. The Pre-School has asked for permission to replace the existing canopy at the rear of the building with a larger more watertight version. The parish council has agreed to this.

10. FINANCE REPORT

- (a) Draft minutes of meeting held 30 April 2018
These had been distributed to all parish councillors and a copy appended in the minute book.
- (b) Budgetary Control Report
The finance chairman proposed that we transfer the underspend of £12,047 (which is mainly due to no money being spent on policing or security) to our reserve fund. Also £750 on improvement grants that we did not spend transferred to the reserve fund but ring-fenced.
Policing and security will be transferred to the reserve fund but ring-fenced.
This was seconded by Cllr Cornish and unanimously agreed.
- (c) Data Protection
Parish councils are now exempt from appointing a Data Protection Officer and it is now up to individual councils to decide whether they wish to make this appointment. The finance committee agreed that we should not appoint a Data Protection Officer at this time.

(d) Notice Board

The Chairman of the Village Hall had produced figures for two new notice board, one for the Village Hall and one for the Parish Council at a cost of £500.81 including VAT and it was agreed that we should purchase a new notice board.

(e) Recreation Ground Car Park

A lease had been received from Suffolk County Council to construct and maintain the car park but this has been written very much in favour of SCC. SCC will construct the car park and widen the entrance to the car park but once this work is actually completed the parish council will be responsible for maintaining the car park.

A condition of planning permission for the Primary School was that the recreation ground car park be renewed.

It was felt that we need professional advice and SALC have recommended Prettys who have estimated that their fees will be in the region of £1,700.

The finance chairman recommended that we appoint Prettys to act on our behalf.

This was unanimously agreed.

11. APPOINTMENT OF COMMITTEES

FINANCE AND GENERAL PURPOSES

Cllrs Peter Avis, Caroline Barber,
Gail Cornish, Nigel Gutteridge,
Gerald James, Chris Studd, Alex Thomas,
John Whitehead

Sub-Committee – Cheque Signatories

Cllrs Peter Avis, Gail Cornish,
Nigel Gutteridge, John Whitehead

PLANNING & AMENITIES

Cllrs Peter Avis, Gail Cornish, David Mayes,
Stuart Price, Glenn Risbridger, Chris Studd,
John Whitehead

Sub Committee

- Footpaths
- Allotments
- Fly Tipping

Cllr Glenn Risbridger
Cllr Chris Studd
Cllr Chris Studd

WEBMASTER

Amy Read

EMPLOYMENT COMMITTEE

Cllrs Gail Cornish, Nigel Gutteridge,
Chris Studd

CONSERVATION AREA

Fenella Blastland

EMERGENCY PLAN

Sue Herbert

12. APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES

Youth Project Support Group

Cllrs Glenn Risbridger, John Whitehead

Local Historian

Trevor Messenger

Village Hall MC

Cllr Stuart Price

SALC

Cllr Chris Studd

Recreation Ground

Cllrs Davis Mayes, Glenn Risbridger,
John Whitehead

MC of Community Centre

Cllr Gerald James

Viridor (Masons Cement Works)

Cllr John Whitehead

SUEZ

Cllr Chris Studd

River Gipping Trust

Cllr Chris Studd

13. QUESTIONS ON WRITTEN REPORTS

(a) County Councillor

A copy of Cllr Field's report is appended in the minute book.

(b) District Councillor

Cllr Whitehead gave a brief update on his report which had been submitted for the AGM in April.

- (c) Village Hall
No report available as one submitted for the AGM in April.
- (d) Recreation Ground
No report available

14. WEBSITE

Our new webmaster is Amy Read and any information given to her for the website must be written exactly as it is required to appear on the website. She will not be writing articles from notes given to her.

15. NEIGHBOURHOOD WATCH

Tony Spall, Chairman of Suffolk Neighbourhood Watch Association, will be giving a talk about the work of his association and the potential benefit to the parish, at 7 pm on 10^h September (before the parish council meeting).

16. COMMUNITY CENTRE

Cllr Cornish reported that it is hoped to get a café up and running in the near future.

17. 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

The footpath from Claydon up to Whitton Rural is very overgrown and the clerk will arrange for this to be cut back.

The meeting closed at 9.15 pm

Chairman