

## **CLAYDON & WHITTON PARISH COUNCIL**

A Meeting of Claydon & Whitton Parish Council was held in Claydon Village Hall on Monday 9<sup>th</sup> July 2018 at 7.30 pm

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Present: Cllrs P Avis, G Cornish, N Gutteridge, G James, D Mayes, S Price, G Risbridger, CJ Studd, A Thomas, J Field (County Councillor) and five members of the public.

### 1. PUBLIC FORUM

Several members of the public expressed their gratitude and appreciation for Suzanne Eagle's long service to the parish council and to the community as parish clerk. Her knowledge, experience and commitment were particularly noted by members of the public.

A member of the public highlighted the issue of excess traffic in the village, especially whilst the school drop off and pick up is occurring. The issue of inconsiderate parking around the estate during these times was also raised. He felt that any new planning applications should take into account the severe amount of traffic already in the village.

Parish councillors reported that parish council responses to planning applications normally did include a reference to the amount of traffic in the village and that the parish council were mindful of future developments around the northern relief road for Ipswich, which is likely to have an impact on where new homes may be best placed.

Cllr Field and parish councillors also highlighted the work that was currently underway to develop the recreation ground car park, which it is hoped that parents and carers will use when dropping off and picking up children from the school.

### 2. APOLOGIES

Cllr Whitehead apologised due to a family commitment. Cllr Barber also apologised due to a family commitment. Cllr Caston (District Councillor) apologised due to work commitments. These reasons for absence were accepted.

### 3. MINUTES OF LAST MEETING

The minutes of the meeting held on 14 May 2018 were approved and signed as a correct record.

### 4. DECLARATION OF INTEREST

No interests were declared.

### 5. CORRESPONDENCE

#### (a) Claydon Play Area

A member of the public had sent an email enquiring about whether it might be possible to improve or replace the play equipment on the recreation ground. The Recreation Ground Management Committee were requested to put together a proposal of what equipment they think would be appropriate and obtain some quotes for consideration. It may be possible to apply for grants to fund some of the cost of the new play equipment, with help from local businesses, district and county councillor budgets.

#### (b) Big Things WIs we need you

The WI had forwarded a message from a television company that is looking for local communities who would like to work together to produce a piece of public art in collaboration with an artist. Cllrs Studd and Cornish agreed to ask local organisations if they would like to be involved in an application.

(c) Police volunteer scheme

The police request for volunteers was noted by the parish council and Cllr Gutteridge agreed to include details of this in the *In Touch* submission.

It was noted by the parish council that the long grass around the A14 roundabout had been cut that day, but that there had been many conversations between Highways, Suffolk County Council and the police regarding the danger posed by the long grass restricting visibility on the approaches to the roundabout.

6. PLANNING & AMENITIES REPORT

(a) Draft minutes of meeting held 20 June 2018

These had been distributed to all parish councillors and a copy appended in the minute book.

(b) SnOasis Parish Alliance

Cllr Studd reported that there were outstanding queries for the developer to respond to, particularly in relation to surface water, sewerage, escape routes and fire safety. It was also noted that this particular application had spent a long time on reserved matters.

(c) Neighbourhood Plan

Work on this will recommence fully after Gala Day.

(d) 00861/18 Ely Road

An email from a member of the public regarding the Ely Road application was considered. The parish council had commented and contributed to a significantly reduced number of houses proposed, which would in turn lead to less traffic. It was noted that this application has been referred. A member of the public confirmed that there is evidence of newts and badgers on the site and that this has been reported.

7. 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) Notice Board

The notice board has now been paid for and we are awaiting the signage to be completed. It was agreed that the old noticeboard, painted by Mick Devereux, should be offered to his widow.

(c) Change of Responsible Finance Officer

Due to the change in clerk and responsible finance officer, the parish council is required to submit a form to the bank to change the name and address that statements are sent to. The parish council acknowledged and agreed that:

- i. The individuals named on the Simple Servicing Authority form from Barclays may give instructions to the bank by any method, such as in writing or by telephone or online, in accordance with the Customer Agreement.
- ii. Formal overdraft arrangements, loans and third party payments may only be agreed by authorised persons appointed under the Appointment of Bankers mandate.
- iii. The Bank is authorised to disclose the balance and all other information about each account to the individuals named on the form.
- iv. This authority is to remain in force until cancelled by the Parish Council or any of the named individuals in writing.

The individuals to be named on the form were agreed as Charmaine Greenan (Parish Clerk and Responsible Finance Officer), Nigel Gutteridge, John Whitehead, Gail Cornish and Peter Avis.

(d) East Anglian Air Ambulance

The parish council acknowledged the thank you received from East Anglian Air Ambulance for their contribution.

(e) Annual Return

The annual return for 2017/18 was approved and signed as a correct record.

8. 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 including resurfacing car park

Cllr Gutteridge now has the draft agreement and resolution, which he recommended to the parish council. This agreement outlined that Suffolk County Council would pay the parish council legal costs; that Suffolk County Council would construct the new car park on the site of the existing recreation ground car park and make good any defects of the build; that the maintenance would be jointly paid for by Suffolk County Council and the Recreation Ground Management Committee; that if the primary school site is ever sold or used for something other than education, the car park would no longer be used by Suffolk County Council or the new owner.

Questions were asked about at whose discretion was the work to be carried out and who decides how much the work will be? It was agreed that a further resolution detailing mutual agreement on maintenance rather than either the parish council or Suffolk County Council having control of maintenance would be necessary.

Cllr Gutteridge agreed to work on this and highlighted that as work on the school needed to start within the next month, the parish council would need to call a special meeting to agree the resolution once it was finalised.

(e) SALC Meeting 21 June

Cllr Cornish reported that this was a worthwhile and interesting meeting and that it was particularly helpful to meet the new Chief Executive of SALC.

(f) Community Centre

A copy of Peter Avis's report is appended in the minute book.

9. Data Protection

The clerk will be attending an update at the SALC offices on 11 July 2018.

10. Community Centre

The Cupcake Café is now open, staffed entirely by volunteers.

11. 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

The meeting closed at 9.00 pm

Chairman