



CLAYDON & WHITTON PARISH COUNCIL

Clerk: Mrs C Greenan, 129 Poplar Hill, Stowmarket, IP14 2AX

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MINUTES

CLAYDON AND WHITTON PARISH COUNCIL MEETING

Monday 20 July 2020, 7.30pm held Via Zoom

PRESENT: Cllrs P Avis, G Cornish, C Cutler, S Price, J Whitehead

CHAIRPERSON: Cllr C Studd

IN ATTENDANCE: County Cllr J Field, C Greenan (clerk) and two members of the public

07-20-01. Opening

Councillor Studd opened the meeting.

07-20-02. Public Forum

One member of the public noted the state of the footpaths locally. Councillors agreed that in order to encourage residents to use the footpaths and cycle paths that are already in existence, then they would need to be kept clear. The clerk has reported this on the Highways reporting tool.

07-20-03. Apologies for absence

None

07-20-04. Declaration of interest and local non-pecuniary interests.

None

07-20-05. To receive the minutes of the meeting held 18th May 2020

The minutes of the meetings were approved and will be signed as a correct record.

07-20-06. Report on Actions From Previous Minutes

- a. Member of the public to liaise with Cllr Field regarding the status of the footpath at The Slade.
Cllr Field is now working on this to regularise the use of the footpath as a bridleway. Parish Councillors supported the work that is happening in this area. The member of the public is going to request approval from Barham Parish Council as well as the footpath crosses both parishes.

So signed by the Chairman _____ Date _____

- b. Planning Application DC 20/01291 discussion of this application with the Planning Officer at MSDC
This application has now been refused.

- c. Continue to follow up issue of unnumbered street light.
The clerk has continued to follow up this issue with Suffolk County Council. Cllr Price has offered a site visit for Suffolk County Council to show them the street light.

- d. PCSO feedback
Although the clerk had been leading on this on behalf of Claydon and Whitton, Barham and Great Blakenham Parish Councils, Cllr Jeremy Lea from Barham Parish Council has contacted Suffolk Constabulary to start discussions regarding a PCSO. As the police wish to only work with one contact, the clerk has had to take a step back. Cllr Lea has said that he is organising a meeting between all interested parties. However, there are no further details as yet.

- e. VHMC Building Survey
There will be another meeting of the Village Hall Management Committee on 21 July, so Cllr Price will ask for further details at this point.

Cllr Price was also requested to investigate whether the locks had been changed at the Village Hall and if users would require new keys.

- f. Posts in Recreation Ground Car Park
Cllrs Whitehead and Price had met with David Garrard from Concertus to examine the bollards at the Recreation Ground Car Park.

David Garrard has been given information about the bollards from the supplier that they are normally used in car parks as there is some concern is that they are not reinforced below the surface.

He now needs to investigate whether the bollards supplied are faulty.

- g. Letter to Dr Dan Poulter regarding work on the A14 bridge
This letter was sent to MP Dr Dan Poulter, but the update from Cllr Field details that this work will be going ahead on the bridge.

- h. Letter of thanks to Claydon and Local Villages Coronavirus Support Group
This letter was sent.

The possible creation of a Good Neighbour Scheme was discussed and was felt to be a good idea that the Parish Council would wish to support.

- i. The temporary car park access at the school has still not been dealt with by Suffolk County Council and no fence has been installed. This is now being used as a car park, although no planning application has been submitted for this. The clerk has previously

spoken to Suffolk County Council regarding this and has been requested to follow up on this.

07-20-07. Correspondence

- a. Resident contact regarding anti-social behaviour in York Crescent
This is near the school crossing.

Discussion whether an extra street light is required or whether the existing lights could stay on all night. Cllr Field volunteered to find out more about these lights.

The new LED lights are very bright directly underneath, but the light does not spread.

The MSDC PCSO has visited the resident in their home.

The clerk was requested to contact the police and share the concerns from this area.

- b. Resident email regarding derelict garages and litter in Edinburgh Gardens
The clerk had previously reported the fly tipping and this had been cleared by MSDC.

The garage is owned by a landlord and the property is rented through a letting agency.

The clerk was requested to continue reporting any fly tipping.

- c. SALC AGM via Zoom 30 July 2020
The clerk agreed to provide the meeting details to Cllr Studd.

- d. Resident email regarding bagged dog waste in The Slade
Councillors discussed the possibility of a dog waste bin at the other end of The Slade, although the bin would need to be placed somewhere that it can be emptied. The clerk was requested to research whether this was possible.

- e. Resident email regarding horse waste in ditch in Church Lane
This issue is ongoing. MSDC fly tipping team requested the contact details from the clerk, but it is not possible to share this information due to data regulations. The clerk asked the resident to provide the details and MSDC will send an advisory note.

- f. Resident email regarding graffiti under A14 bridge
The clerk has reported this. Councillors noted that this is offensive.

Cllr Field noted that he had attempted to get graffiti removed before, but was not successful.

05/20/10. Questions on Written Reports

- a) County Councillor
Cllr Field's report was noted and is attached in the minute book.

So signed by the Chairman _____ Date _____

b) District Councillors

Cllrs Passmore and Whitehead's report was noted and is attached in the minute book.

c) Village Hall Management Committee

The Village Hall Management Committee's report was noted and is attached in the minute book.

It was noted that Bar Clay Music Makers have been working on making scrubs for care homes in Claydon and councillors were impressed at the community spirit shown.

d) Recreation Ground Management Committee

The Recreation Ground Management Committee's report was noted and is attached in the minute book.

The bollards continue to threaten the safety of pedestrians and vehicles and are clearly not fit for purpose. Both the Chair and the Clerk have raised this issue on several occasions with Concertus and not received a proper response. The Clerk was requested to continue to chase SCC and to copy in John Field to any correspondence sent.

e) Community Centre

No report was supplied by the Community Centre.

Cllr Avis gave a brief update stating that the Community Centre is closed, but members of the Committee have been at the Centre painting and renovating. Cllr Avis reported that the manager has not been on site for 18 months due to sick leave and now due to being furloughed.

Following the letter sent to the Community Centre, outlining the concerns of Parish Councillors regarding proper functioning of the Community Centre Committee, the Parish Council has received a response to say that the Committee will investigate this. It was felt that it was worth waiting until the current crisis had eased before chasing this, and if no response is forthcoming, then they should be reported to the Charity Commission to ensure that they are operating legally.

05/20/11. Planning and Amenities Report

a) Decision Report

The Decision Report was noted and is attached in the minute book.

b) Snoasis

Parish Councillors were disappointed in how this has been managed. Parish Councils and the Snoasis Parish Alliance were not given the opportunity to comment on this.

Parish Councillors feel that there are many issues that still need to be resolved, including escape routes from the site.

The Section 106 agreement was signed when the ransom strip owned by Viridor was resolved. However, not all of the reserved matters have been addressed.

c) MSDC Coronavirus and Continuity of Planning Services

The emergency planning provisions were noted.

05/20/12. Finance Report

a) To appoint the Responsible Finance Officer for 2020/21

The clerk, Charmaine Greenan, was appointed as Responsible Finance Officer for 2020/21.

b) Councillors noted and approved the balance of accounts as at 24 April 2020:

- Community account: £95,254.50
- Business Premium Account 1: £916.84
- Business Premium Account 2: £818.21

c) Councillors noted and approved:

- the accounts awaiting payment.
- the receipts allocated since the last meeting

d) Councillors noted the Budgetary Control Report to end of March 2020. This is attached in the minute book.

It was suggested that allotment holders are offered the ability to pay via standing order in future years.

Internet banking was discussed. This needs to be progressed through the Finance Committee.

e) Councillors noted the end of year accounts due to be sent to the Internal Auditor.

Councillors requested that the clerk note in the minutes their thanks for her hard work on the accounts.

f) Came and Company Insurance Renewal

This was approved by councillors and the clerk will organise a cheque to be sent for the three year deal.

05/20/13. Appointment of Committees

a) Finance and General Purposes Committee:

So signed by the Chairman _____ Date _____

- Cllrs Whitehead, Avis, Cornish and Studd

i. Cheque Signatories: Cllrs Avis, Cornish and Whitehead

b) Planning and Amenities Committee

- Cllrs Avis, Cornish, Cutler, Price and Studd

i. Neighbourhood Planning Group: Cllr Cornish

ii. Snoasis Parish Alliance: Cllr Studd

iii. Footpaths: Cllr Price

A copy of the footpath map will be attached in the minute book.

iv. Allotments: Cllr Studd.

There is an increasing waiting list for allotments and Cllr Studd would like to investigate some funding to improve the area. Other land could also be considered.

v. Fly Tipping: Cllr Studd.

Anybody can report this to the clerk, who will report this to the Local Authority. It is also possible to report this directly to MSDC via their reporting tool:

<https://www.midsuffolk.gov.uk/waste-services/dog-bins-litter-and-fly-tipping/>

c) Employment Committee

- Cllrs Cornish, Studd and Whitehead

d) Conservation area

- The clerk was asked to check if Fenella Blastland is still happy to be the Conservation representative on behalf of the Parish Council.

e) Emergency plan

- Cllr Studd
- The licence for the radio is currently being organised by the clerk.

05/20/14. Appointment of representatives to outside committees

a) Local Historian: Gill Chapman

b) Village Hall MC: Cllr Price

c) SALC: Cllr Studd with Cllr Cornish deputising

d) Recreation Ground: Cllrs Avis, Cornish and Price

e) Community Centre MC: Cllr Cutler

f) Viridor: Cllr Whitehead

g) SUEZ: Cllr Studd

h) River Gipping Trust: Cllr Studd

05/20/15. Items for next meeting

None noted.

Dates of next meetings:

Parish Council: 13th July 2020

Finance Committee: 20th July 2020

Planning Committee: 29th June 2020

So signed by the Chairman _____ Date _____