



CLAYDON & WHITTON PARISH COUNCIL

Clerk: Charmaine Greenan, 129 Poplar Hill, Stowmarket, IP14 2AX

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The Parish Councillors of CLAYDON AND WHITTON PARISH COUNCIL are summoned to attend the ANNUAL MEETING of the Parish Council on Tuesday 4th May 2021 commencing at 7.30pm at Claydon and Barham Village Hall, Norwich Road, Claydon, IP6 0DF

Members of the public are welcome to attend.

The Council, members of the public and press may record/film/photograph or broadcast this meeting when the public and press are not lawfully excluded. Any member of the public who attends this meeting and objects to being filmed should advise the Clerk who will request that they are not included within the filming.

AGENDA of PARISH COUNCIL MEETING

22-05-01.	OPENING	CHAIR
22-05-02.	ELECTION OF CHAIRPERSON FOR THE ENSUING YEAR	ALL
22-05-03.	APPOINTMENT OF VICE-CHAIRPERSON FOR THE ENSUING YEAR	CHAIR
22-05-04.	PUBLIC FORUM – Maximum of 15 minutes <ul style="list-style-type: none"> Questions / Comments from the public 	CHAIR
22-05-05.	APOLOGIES FOR ABSENCE To receive and agree any apologies	CLERK
22-05-06.	DECLARATION OF INTEREST AND LOCAL NON-PECUNIARY INTERESTS <ul style="list-style-type: none"> To receive declarations of pecuniary and local non-pecuniary interest(s) in items on the agenda and their nature inc. gifts of hospitality exceeding £25 To receive requests for dispensations 	ALL
22-05-07.	MINUTES <ul style="list-style-type: none"> To receive and approve the minutes of the Parish Council meeting on 14th March 2022 (available on the website: http://www.claydonandbarham.onesuffolk.net/assets/Uploads/Claydon/Draft/2022-03-14-Minutes.pdf) 	CHAIR
22-05-08.	ACTIONS FROM PREVIOUS MINUTES – Report only <ul style="list-style-type: none"> Clerk to send email to the Village Hall Management Committee to confirm that the Parish Council owns and maintains the clock and to ensure that the clock is added to the Parish Council asset list. Clerk to continue trying to establish contact with the last chair of the Emergency Plan Committee, who it is believed may have keys to the Emergency Plan cupboard in the Village Hall. Cllr Chambers to establish progress towards a road sign for the Recreation Ground. Clerk to contact Barham and Great Blakenham Parish Councils regarding a joint Community Speedwatch group Clerk to chase a response from Ipswich Borough Council regarding their intentions with land they own in Whitton Rural. Clerk to continue attempting to arrange a meeting with Suffolk County Council regarding school parking. Clerk to contact tree warden regarding a suitable tree for the Village Green. 	CLERK / ALL

	<ul style="list-style-type: none"> • Clerk to organise moving to Parish Council emails for all councillors. • Clerk to send out a tender for a SIDS device. • Clerk to contact nominated resident for the Festival of Suffolk Jubilee Torch Relay. • Clerk and Cllr Chambers to follow up on whether a parking permit system would be more appropriate for parking in Claydon. 	
22-05-09.	<p>CORRESPONDENCE – To receive and comment on correspondence</p> <ul style="list-style-type: none"> • Mid Suffolk District Council Community Governance Review (previously circulated, further information available here: https://www.midsuffolk.gov.uk/elections/community-governance-review/) • Resident email regarding Bury Road Park and Ride. 	CLERK / ALL
22-05-10.	<p>TO RECEIVE WRITTEN REPORTS AND ASK QUESTIONS.</p> <ul style="list-style-type: none"> • County Councillor Chris Chambers • District Councillors John Whitehead and Tim Passmore • Village Hall Management Committee • Recreation Ground Management Committee <ul style="list-style-type: none"> ◦ Including Jubilee events and torch relay • Community Centre 	CHAIR / ALL
22-05-11.	<p>TO RECEIVE AND NOTE THE PLANNING AND AMENITIES REPORT</p> <ul style="list-style-type: none"> • Draft minutes from meeting of Planning Committee 21st March 2022 (available on the website: http://www.claydonandbarham.onesuffolk.net/assets/Uploads/Claydon/Draft/2022-03-21-Planning-Meeting.pdf) • Decision Report (PAPER 1) • Consider and resolve on delegated powers to the clerk or a sub-committee for planning permission involving trees and reserved matters outside of the parish 	PA / ALL
22-05-12.	<p>TO RECEIVE AND NOTE THE FINANCE REPORT</p> <ul style="list-style-type: none"> • To appoint the Responsible Finance Officer for 2022/23 • To note and approve the balance of accounts as at 25 April 2022: <ul style="list-style-type: none"> - Community account: £ 143,419.44 - Parish CIL Reserves: £ 52,462.48 - RG Car Park Reserves Fund: £ 25,001.17 • To note and approve: <ul style="list-style-type: none"> - the accounts awaiting payment - the accounts paid since the last meeting - the receipts allocated since the last meeting <p>(for detail see Paper 2)</p> <ul style="list-style-type: none"> • To note the draft minutes of the Finance Committee meeting of 11th April 2022 (available on the website: http://www.claydonandbarham.onesuffolk.net/assets/Uploads/Claydon/Draft/2022-04-11-Finance-Minutes.pdf) • Came and Company Insurance Renewal (details to be circulated) 	ALL / RFO
22-05-13.	<p>TO CONSIDER AND RESOLVE ON CLAYDON AND WHITTON PARISH COUNCIL STANDING ORDERS</p> <ul style="list-style-type: none"> • Current standing orders are available on the website here: Standing-Orders-Revised-18-May-2015.pdf (onesuffolk.net) • Updated model standing orders are available here: Templates (nalc.gov.uk) 	CHAIR / ALL
22-05-14.	<p>TO CONSIDER AND RESOLVE ON COUNCILLOR CODE OF CONDUCT 2020</p> <ul style="list-style-type: none"> • Current Councillor code of conduct on the website here: http://www.claydonandbarham.onesuffolk.net/assets/Uploads/Claydon/ 	GC / ALL

	2021/Other/Code-of-Conduct-2014.pdf <ul style="list-style-type: none"> LGA Model Code of Conduct for adoption: https://www.local.gov.uk/publications/local-government-association-model-councillor-code-conduct-2020 	
22-05-15.	APPOINTMENT OF COMMITTEES <ul style="list-style-type: none"> Finance and General Purposes Committee <ul style="list-style-type: none"> Cheque Signatories Employment Sub-Committee Planning and Amenities Committee <ul style="list-style-type: none"> Neighbourhood Planning Group Snoasis Parish Alliance Footpaths Allotments Fly Tipping Conservation area Emergency plan 	CHAIR / ALL
22-05-16.	APPOINTMENT OF REPRESENTATIVES TO OUTSIDE COMMITTEES <ul style="list-style-type: none"> Local Historian Village Hall MC SALC Recreation Ground Community Centre MC Viridor SUEZ River Gipping Trust 	CHAIR / ALL
22-05-17.	ITEMS FOR NEXT MEETING	CHAIR / ALL
22-05-18.	DATE OF NEXT MEETINGS <ul style="list-style-type: none"> Planning Committee: 13th June 2022 Parish Council: 20th June 2022 Finance Committee: 25th July 2022 	CHAIR / ALL

Charmaine Greenan, Parish Clerk, 3 May 2022

DECISION REPORT

DECISION MADE

DC/21/04497

[Application for a Lawful Development Certificate for an Existing Use or Operation or activity including those in breach of a planning condition. Town and Country Planning Act 1990: Section 191 as amended by section 10 of the Planning and Compensation Act 1991. Town and Country Planning \(General Management Procedure\) \(England\) Order 2015 - Continued use of land for the siting a residential caravan.](#)

Caravan At Stable Cottage Thurleston Lane Whitton Suffolk IP1 6TH
NOT LAWFUL

AWAITING DECISION BY MSDC

DC/21/01457

[Submission of details under Reserved Matters following Outline Approval 0085/17 Town and Country Planning 1990 - Appearance, Scale, Layout and Landscaping for 20No dwellings\(including 7 affordable\).](#)

Land North Of Pesthouse Lane Barham Suffolk

DC/22/01274

[Application for Approval of Reserved Matters following grant of Planning Permission DC/18/00861. Town and Country Planning Order 2015. Submission of Details of Appearance, Scale, Layout and Landscaping for the erection of up to 67No dwellings, public open space and supporting site infrastructure including access.](#)

Land To The East Of Ely Road Claydon Suffolk

DC/22/01623

[Householder Application - Erection of front extension.](#)

Church Hill Barn Thurleston Lane Akenham Ipswich Suffolk IP1 6TQ

PAPER 2

Account For Payment	Cheque / SO / DD / BACS	VAT £	Total £
C Greenan Expenses	BACS	-	80.70
Accounts Paid 1 April 2022 – 3 May 2022	Cheque / SO / DD / BACS	VAT £	Total £
01-04 A Worby	BACS	-	303.94
01-04 CAS (RG Insurance)	BACS	-	514.88
04-04 SCC (Street lighting)	BACS	314.03	1,884.24
08-04 M Worby	BACS	-	399.83
26-04 Vodafone	BACS	2.91	17.44
28-04 G Cornish (Mansion House)	BACS	-	48.27
28-04 P Avis (Mansion House)	BACS	-	72.00
28-04 C Greenan	BACS	-	97.43
28-04 SALC	BACS	31.20	187.20
28-04 SCC Pensions	BACS	-	312.46
28-04 SALC	BACS	-	786.60
29-04 A Worby	BACS	-	323.00
29-04 C Greenan	BACS	-	1,017.81

Further accounts may be paid that reach the clerk before the date of the meeting

Receipts 1 April 2022 – 3 May 2022	Amount £
06-04 Mansion House	780.00
11-04 MSDC CIL	56,086.56
11-04 MSDC Precept	21,200.51