



CLAYDON & WHITTON PARISH COUNCIL

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

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MINUTES

CLAYDON AND WHITTON PARISH COUNCIL EXTRAORDINARY MEETING

Monday 29th November 2021, 7.30pm held at Claydon and Barham Village Hall, 8 Norwich Road, Claydon, IP6 0DF

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

CHAIRPERSON: Cllr C Studd

IN ATTENDANCE: C Greenan (clerk) and two members of the public

11-21-01. Opening

Cllr Studd opened the meeting.

11-21-02. Public Forum

One member of the public raised the issue of speeding on Station Road, and informed the meeting that they had been reporting speeding in this location to the police for over a year. Additionally, they reported that cars are deliberately backfiring under the bridge every evening.

Cllr Wells responded regarding the work that he had undertaken with the National Safer Roads Forum, who take the view that speed alert signs do very little to deter speeding issues, as although those drivers who may be slightly over the speed limit may slow down, those who disregard speed limits and drive faster ignore them. Cllr Wells has been working with County Cllr Paul West and the police regarding potential solutions within Suffolk.

Councillors and the public discussed a Community Speedwatch group, and the clerk was asked to look into this further.

The member of the public commented that when the police visit, the camera is in the wrong place as people are more likely to speed near the bridge. However, councillors discussed the long range on speed cameras and the likelihood that they are picking up offences towards the bridge.

The clerk was asked to contact County Cllr Chris Chambers to commence discussion regarding speed signs on Station Road.

The clerk was asked to contact District Cllr Tim Passmore to ask for data on speeding from the police speed checks on Station Road.

So signed by the Chairman _____ Date _____

Another member of the public spoke about key holders for the Village Hall and the clerk agreed to help with discovering some of these key holders.

11-21-03. Apologies for absence

District Cllr Tim Passmore apologised due to attending another meeting.

11-21-04. Declaration of interest and local non-pecuniary interests.

None.

11-21-05. Standing Orders

The circulated Standing Orders were proposed, seconded and agreed with the amendment of Chairman to Chair and the insertion of '3' days into item 15.b.ii. The Clerk will post the Standing Orders on the website, where they can be viewed here: <http://www.claydonandbarham.onesuffolk.net/assets/Uploads/Claydon/2021/Other/2021-11-29-Claydon-and-Whitton-Parish-Council-Standing-Orders.pdf>

11-21-06. Boundary Between Whitton Rural and Ipswich

Cllr Wells provided an update on the Bellway development in Whitton. He met with the site manager, who confirmed that the kerbs would be completed by 3rd December. The site manager also detailed that a new, professional traffic marshall will be in post to ensure that site vehicles, contractors and deliveries use the correct entrance to the site.

Cllr Wells also noted that the police are listening to intelligence from residents on Old Ipswich / Old Norwich Road and have sent warning letters to those breaching the bus gate.

County Cllr Paul West has met with Cllr Wells and is formally considering a 30mph speed limit for this location.

Councillors noted the Ipswich Borough Council Joint Local Plan, which states that more homes must be built. IBC identify the North as a green belt that should be protected, but have recently approved development on green belt land to the North of Ipswich.

Ipswich Borough Council own land within Whitton Rural and councillors are concerned about their intentions with this land.

Following consultation with SALC, the key document that will need to be in place to protect the rural nature of Whitton Rural and Claydon is a Neighbourhood Plan.

Cllr Wells had identified two grants that would help local parishes to produce a plan that would add up to £18,000. He had also identified professional consultants who will take a Parish through the process of producing a Neighbourhood Plan and would cost in the region of £16,000 to £25,000. The grant could be spent on a professional consultant.

So signed by the Chairman _____ Date _____

The timeline would be 18 months if the community engages, or two and a half years if there is no community engagement.

Councillors discussed their concerns following a previous attempt to engage the community with a joint Neighbourhood Plan between Great Blakenham, Barham and Claydon and Whitton failed.

The clerk was asked to contact Ipswich Borough Council to request details on what their intentions are for the land that they own within Whitton Rural.

A Neighbourhood Plan was proposed, seconded and was approved by a majority of councillors, with one abstention.

The clerk was asked to contact Barham Parish Council and Great Blakenham Parish Council to consider joint working on this.

11-21-07. Policies

Councillors noted the policy paper provided by the clerk. The clerk will continue working on producing these policies for reviews by Parish Councillors.

Cllrs Price and Whitehead requested paper copies of the Good Councillor Guide.

11-21-08. Items for next meeting

An item on improving the website and on email addresses for councillors was requested.

A tree on the green to commemorate the Queen's Jubilee was proposed, seconded and approved by all councillors.

One member of the public asked to be considered for co-option at the next meeting. The clerk will contact her to arrange this.

11-21-09. Dates of next meetings:

- Planning Committee: 13th December 2021
- Finance Committee: 13th December 2021
- Parish Council: 24th January 2022

The meeting closed at 21:15

So signed by the Chairman _____ Date _____

Claydon and Whitton Parish Council Policies / Documents

Policy / Document	Date last reviewed if in place	CWPC Link	Template
Standing Orders	May 2015	Standing-Orders-Revised-18-May-2015.pdf (onesuffolk.net)	https://www.nalc.gov.uk/members-area/templates#model-standing-orders
Financial Standing Orders	March 2021	Financial-Standing-Orders-July-2020.pdf (onesuffolk.net)	https://www.nalc.gov.uk/members-area/templates#model-financial-regulations
Code of Conduct	July 2012	-	SALC SHARING DRIVE - LTN 80 - Members conduct and the registration and disclosure of interests England - amended March 2017 copy.pdf - All Documents (sharepoint.com)
Asset Register	-	-	No template, but some examples BARHAM ASSET REGISTER (barham-suffolk.org.uk) BPC-Asset-register-revised-10.02.20.xlsx (live.com) Asset and Responsibility Register – September 2021 (suffolk.cloud)
Complaints Policy	-	-	Guidance: SALC SHARING DRIVE - LTN 09E - Handling Complaints (England) - revised December 2018 copy.pdf - All Documents (sharepoint.com) Examples: Complaints-policy.pdf (barham-suffolk.org.uk) BPC-Complaints-policy-FINAL-V1-01.03.17.docx.doc (live.com) BARKING PARISH COUNCIL'S PROCEDURE (onesuffolk.net)
Data Protection	-	-	Guidance: SALC SHARING DRIVE - LTN 38- Data protection - revised December 2018 copy.pdf - All Documents (sharepoint.com) Examples: Data-Protection-

So signed by the Chairman _____ Date _____

			Privacy-Policy.docx.pdf (barham-suffolk.org.uk) BPC-Data-Protection-Policy-FINAL-V1-01.03.17.docx (live.com) THURSTON PARISH COUNCIL Privacy-notice-for-website-1.7.2020.pdf (onesuffolk.net)
Equality	-	-	Examples: BARKING-PARISH-COUNCIL-Equal-Opportunities-Policy-July-2013.pdf (onesuffolk.net) THURSTON PARISH COUNCIL BPC-Equality-Policy-v1-07.12.16.doc (live.com) Equal-Opportunities-April-2021.pdf (barham-suffolk.org.uk)
Internal Control Statement	-	-	Examples: Barham-internal-Control-Statement-and-Report-March-2021.pdf (barham-suffolk.org.uk) Internal Control Statement (onesuffolk.net) Thurston-Internal-Control-Policy-2020-2021.pdf (thurstonparishcouncil.uk)
Risk Register	--	-	Guidance: paper template from SALC training, reflected in these examples: THURSTON PARISH COUNCIL Risk Register (onesuffolk.net)