**CLAYDON & WHITTON PARISH COUNCIL**   
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MINUTES

CLAYDON AND WHITTON PARISH COUNCIL MEETING

Monday 14th October 2024, 7:30pm held at Claydon and Barham Village Hall, Norwich Road, Claydon, IP6 0DF

**PRESENT**: Cllrs: S Heald, P Avis, C Cutler, S Wells, S Price

**CHAIRPERSON**: Cllr C Studd

**Opening**

Chair thanked the Clerk and RFO for their hard work with preparing for the audit.

**01 – Apologies for absences**

RFO D Patel – Apologies accepted.

**02 – Declaration of interest and local non-pecuniary interests**

No declaration of interest.

**03 – Minutes**

Minutes from the 9th of September – Accepted.

**04 - Public Forum**

No members of the public

**05 – Reports**

SCC – Report received from Cllr Chambers.

District Cllrs – Report received from Cllr Penny and Cllr Whitehead.

Police forum – Cllr Wells raised a complaint about the last-minute changes to police forum meeting locations. Cllr Wells attended the meeting and raised his complaint in person. He has informed the Council on recent thefts on commercial premises, and the lack of communication from the police.

Recreation ground – Barham Parish Council have voted to not donate their regular amount to the Claydon and Barham recreation ground. This leaves Claydon and Whitton Parish Council covering all costs.

Community centre – Report to be given at next meeting.

Village hall – Cllr Price reported that the Village Hall side roof and front of the stage is in need of repair and that the village hall is looking into it pricing.

**06 – Claydon pre-school**

Cllr Wells met with the preschool to discuss their plans. They would like to extend the age range and take children from 2 years. There is a grant available to add another building. The current lease does not allow this. SCC gave permission for this, but we have not as this is in breach of the current lease. They’ve also been paying additional maintenance rent to SCC when SCC are supposed to cover this. More discussion is needed, and Cllr Chambers has offered to organise a meeting between SCC, Cllr Wells and the preschool.

**07 – Planning matters**

Exeter Road development. The PC noted that the changes of appearance to the buildings and the layout was not available to see.

**08 – Correspondence**

* Lorry traffic on station road – Deferred until next meeting.
* Path clearing on Norwich Road and main road into Claydon – Agreed for NSK landscaping to do a clean-up of Claydon and Whitton, to be taken out of CIL money.
* Church donation – The Parish Council agreed to wait for further information to be forthcoming regarding the Parish Council’s takeover of the Claydon Church maintenance. Cllr Cutler raises that if the Parish Council is to be paying for its maintenance if ownership is transferred, then should the council also be donating. Cllr Avis proposed that Cllr Cutler takes charge of this this. Cllr Wells Seconded.
* Lighthouse women’s aid donation – The Council has agreed to donate the same amount as was donated last year. Unanimously
* Solar Panels – Communication with Port-one is ongoing but is on track to have solar panels installed on the village hall roof.
* Community centre grant approval for replacement of air conditioning unit – agreed. Cllr Studd proposed, Cllr Cutler seconded.

**09 – Policy review**

Review of Financial regulations – Agreed unanimously by the Council, no objections raised.

**10 – Projects**

Update of allotment land – Clerk has contacted Mid-Suffolk regarding ownership of the land and is waiting for a response to open conversations.

Double yellow lines – Double yellow lines on Church Lane were discussed and agreed. Cllr Cutler proposed, Cllr Avis seconded. Cllr Heald Abstained.

It was agreed that more discussion needed about other areas of the village.

SID’s device – Delegated authority has been given to Cllr Cutler to deal with the SIDs device project.

Recreation ground: Earth cycle track – Cllr Avis update the council about the dirt track being created, It was decide that this is to see how well the track is used before further investment is decided.

**11 – Finance report**

External audit report – Received, discussed and agreed. RFO and Clerk were formally recognised for their hard work and diligence and thanked.

Accounts report – Received from RFO and Accepted by Council.

Purchases – discussed that small purchases under £500 needed for RFO and Clerk to fulfil their role, has been delegated to the clerk.

Staff overtime – Deferred for next meeting

**12 – Street cleaning review**

The council discussed the current street cleaning locations, and it was decided to ask our current street cleaning team if it was possible to add: Thurlston Lane and the stretch along Old Norwich Road. It was also requested that a new timesheet it created- RFO has offered to do this. Cllr Avis has taken authority to check on current work.

**13 – Items for next meeting**

Recreation ground project: Earth cycle track – projects tab

Lorry and speed management to be added as a permanent tab

Whitton Realm to be added as a temporary tab.

Meeting ended at 9:45pm