



CLAYDON & WHITTON PARISH COUNCIL

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MINUTES

CLAYDON AND WHITTON PARISH COUNCIL MEETING

Monday 14 September 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, District Cllr Tim Passmore, C Greenan (clerk) and six members of the public

09-20-01. Opening

Councillor Studd opened the meeting.

09-20-02. Public Forum

No members of the public wanted to speak at this point.

09-20-03. Apologies for absence

None

09-20-04. Declaration of interest and local non-pecuniary interests.

None

09-20-05. To receive the minutes of the meeting held 13th July 2020

One member of the public had emailed to correct minute 07-20-07. The fly tipping had not been cleared.

The minutes were amended and approved and will be signed as a correct record.

09-20-06. Report on Actions From Previous Minutes

- a. Member of the public to request approval from Barham Parish Council to work on the footpath at The Slade becoming a bridleway.
Approval was gained from Barham Parish Council and the member of the public and Cllr Field will continue to work on this item.

So signed by the Chairman _____ Date _____

- b. Continue to follow up issue of unnumbered street light.
The street light now works, but it is now on all day and night. The clerk has reported this new fault and will continue following up.

- c. PCSO feedback

The clerk checked the Barham Parish Council minutes and they state that they are awaiting a response from Great Blakenham Parish Council about whether they wish to proceed.

The clerk was requested to make contact with the clerks of Great Blakenham and Barham Parish Councils regarding a PCSO as Claydon and Whitton are very keen to get this sorted and it is understood that Barham Parish Council are also keen on this. Tim Passmore suggested that a meeting between the three villages and himself would be useful and suggested that this is organised by the clerk.

Suffolk Constabulary require a decision as soon as possible, but should be by Christmas.

- d. VHMC Building Survey and keys

The survey still has not taken place, but these are difficult times for the VHMC.

The rumour regarding the changing of the locks was inaccurate. The door handles had been changed, but not the locks.

- e. Posts in Recreation Ground Car Park

The Parish Council received an email from Concertus stating that they are still looking into this issue.

- f. Temporary Car Park Access to the school on York Crescent.

The response from Suffolk County Council was that this temporary access would remain in preparation for phase two of the building work, although the dates of this work are as yet unknown.

- g. Anti-social behaviour on York Crescent

The Clerk reported this to the MSDC PCSO, who felt unable to deal with this due to her working hours. She suggested that the resident phone the police if there is any anti-social behaviour taking place in the evening.

Cllr Field had discussed this with the lighting team and highlighted the potential need for further street lights in this area. This will depend on whether these are county or parish funded.

Cllr Passmore requested that the Clerk emails him if there are any further issues with anti-social behaviour in this area and that he would put this onto the system.

- h. Dog bin on The Slade

This task is ongoing.

- i. Parking Enforcement team to ease congestion on the estate
The Clerk has asked the Parking Enforcement Team at Ipswich Borough Council to visit and they plan to attend in the next two weeks.

Cllr Studd highlighted the issues that the schools are having with staff attempting to manage traffic issues around the estate. Cllr Passmore suggested that the Clerk sends an email highlighting the issue so that he can act on this.

09-20-07. Correspondence

- a. Quiet Lanes Suffolk regarding Expressions of Interest for new Quiet Lanes
Church Lane, Claydon had been suggested as a potential Quiet Lane, but Councillors felt that Church Lane would not meet the criteria of less than 100 cars per day. Councillors considered Rede Lane, but also felt that this would not meet the criteria.

Councillors are very concerned about the impact of the new development in Henley once residents are moving in and the increased traffic on Church Lane.

- b. Mid Suffolk DC regarding Licensing Consultation
Councillors have not received reports of any issues in the village regarding this, but were asked to forward any thoughts on this to the Clerk.

- c. Resident email regarding missing / covered 30mph signs on Old Ipswich Road and unauthorised encampment
Cllr Field has raised the missing / covered signs with highways.

Cllr Passmore has also been in contact with the resident regarding the missing signs.

The unauthorised encampment has been reported. Residents are concerned that further travellers will join the existing encampment as chains have been removed from gates.

Cllr Field informed the meeting that this is a family that is known to the unauthorised encampment team, who are elderly and usually very tidy. They are applying and waiting for a site in Norfolk and should move on soon.

- d. Resident email and ongoing correspondence regarding speeding in village
Parish Councillors discussed speeding data and noted their concerns regarding speeding in the village. Councillors agreed that a 20mph speed limit through the centre of Claydon would be helpful but also noted that further enforcement would need to take place to ensure that the speed limit was obeyed.
- e. Resident email regarding speeding in Claydon and white lines including the zebra crossings
Parish Councillors agreed with the residents that the white lines need replacing and the Clerk continues to chase this with Suffolk Highways. Councillors were not impressed with the length of time taken to action this from Suffolk Highways.

The suggestion of raising the zebra crossings was discussed and it was agreed that this often increases the noise of traffic due to braking and accelerating for the raised crossings, therefore Parish Councillors decided to focus on speed enforcement and a potential speed reduction in the centre of Claydon at this point.

- f. Suffolk County Council regarding adoption of Suffolk Minerals and Waste Local Plan
Councillors noted this item of correspondence. Cllr Cornish had attended a meeting some time ago and did not feel that this would impact on Claydon and Whitton.
- g. Resident email regarding location of badger setts
Unfortunately, the location of the badger setts was unredacted on a report on the MSDC planning site. Fortunately, residents noticed this and alerted the Clerk. The Clerk contacted MSDC planning team, who quickly removed the document from the website until it could be redacted.
- h. Resident email regarding vehicles driving through Old Ipswich / Old Norwich Road
The resident had also contacted Cllr Passmore regarding this issue and Cllr Passmore is following this up.
- i. East Anglia Three non-material change
Councillors noted this item of correspondence.
- j. Resident email regarding public footpath closure at 'The Pits'
This public footpath has been reported by many residents and this is well highlighted on the Suffolk Highways system.

Cllr Field noted that the footpath was now reopened. He explained that the definitive map is incorrect, as it shows the footpath going through the lake, but this is now being resolved.

- k. Resident email regarding the derelict garage.
The Parish Council is unable to action anything further on this other than supporting the resident with any reports to MSDC fly tipping or environmental health teams.

The letting agency, who let the house that the garage belongs to, have contacted the owner to let them know of the state of the garage. However, this was done some time ago and has not had a response.

09-20-08. Questions on Written Reports

- a. County Councillor
Cllr Field's report was noted and is attached in the minute book.
- b. District Councillors
Cllrs Passmore and Whitehead's report was noted and is attached in the minute book.
Cllr Whitehead noted that District Council meetings are held via Microsoft Teams and can be viewed online.

So signed by the Chairman _____ Date _____

Cllr Passmore highlighted the terrible incident in Kesgrave and informed councillors that this incident was not related to County Lines.

Suffolk Constabulary have underspent by 1% and will be rolled over into next year. Recruitment has been going well despite the challenge of covid. The new joint fire and police station in Stowmarket is expected to get approval very soon and should be able to go ahead.

c. Village Hall Management Committee

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

d. Recreation Ground Management Committee

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

There has been a boundary issue raised and a working group is talking to the resident regarding this issue.

Cheque signatories are currently being organised and it is hoped that this will be organised soon.

Youth football matches are now taking place.

e. Community Centre

Parish Councillors highlighted that a member of the public reported some issues regarding the Community Centre, which were of concern to Parish Councillors. Cllr Studd closed the meeting so that the members of the Community Centre board were able to contribute to the discussion.

Eleven posters were laminated and put around the village so that residents could attend the AGM.

One member of the board stepped down at the AGM and was re-elected. Following an investigation by the Community Centre board, other board members stepped down.

The board member who had done the investigation into these problems noted that in 2019, one director sadly passed away. This meant that there needed to be a mid-term re-election which confused the issue at the AGM. The manager of the Community Centre was unfortunately taken ill as well.

Covid complications have interfered in the ability of the Community Centre board to hold a further emergency AGM, but this is now planned to happen.

The manager has been furloughed.

The board recognised the mistakes that had been made and outlined the response of the Community Centre board to these issues. The Community Centre investigator agreed to forward a copy of the investigation to the Clerk for distribution to Parish Councillors.

Community Centre board members outlined the measures being undertaken to reopen under covid-safe conditions.

Parish Councillors thanked the members of the Community Centre board for investigating and recognising the mistakes and for ensuring the future good running of the board.

Cllr Studd highlighted the responsibility of the Parish Council to investigate any issues raised by residents. He offered the support of the Parish Council through the Clerk for any ongoing issues and encouraged the Community Centre board to make contact with the Clerk with future issues.

Cllr Studd re-opened the meeting.

f. The Claydon Swift Project

The report was noted and is appended in the minute book.

No swifts took up residence this year, but it is understood that the swifts are likely to take up residence next year.

A proposal was included for more funding for further awareness raising and potentially further boxes.

Councillors requested that the Clerk contact the Swift Project coordinator to request a proposal in advance of the budget setting Finance Meeting.

09-20-09. Planning and Amenities Report

a. Decision Report

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

There is much interest in the Church Lane, Barham and Ely Road, Claydon applications. The Clerk as well as Councillors Whitehead and Passmore should hear as soon as it is decided that these applications will be discussed at the MSDC Planning Committee.

Councillors also discussed that there had been several 'infill' applications approved within Barham Parish Council's area and asked the Clerk to check the Barham application consultations before the meeting as the cumulative effect of these infill properties have an impact on Claydon traffic and facilities.

09-20-10. Finance Report

a. To note and approve the balance of accounts as at 25 August 2020:

- Community account: £82,919.71
- Business Premium Account 1: £917.09
- Business Premium Account 2: £818.43

So signed by the Chairman _____ Date _____

The balance of accounts was noted and approved.

b. To note and approve:

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

The accounts awaiting payment and the receipts allocated were approved and are attached in the minute book.

It was noted that the first BACS payments were detailed on the sheet for payment.

c. To note the submission of paperwork for the external audit to PKF Littlejohn

The paperwork submission and entry onto the website were noted.

The conservation area clearing quote of £360 was proposed, seconded and unanimously approved. The Clerk was asked to organise this work.

09-20-11. Community Centre

This was discussed under item 09-20-08 e.

09-20-12. Landscape and wildlife evaluation

Cllr Price had discussed this with Barham Parish Council who have decided not to join Claydon and Whitton in this evaluation.

The evaluation will cost £1,500 plus VAT.

The survey will look at what the land in the parish is being used for and will provide for more informed responses to planning consultation requests.

Councillors requested the Clerk to examine the budget for some funds to contribute towards this evaluation.

One councillor expressed some concerns that the evaluation would be detailed enough as most of the planning in the local plan is in the Barham area.

Councillors were also concerned that even when wildlife were present, planning applications were still approved.

Councillors decided to defer the decision on this to the Planning Committee Meeting.

09-20-13. MHCLG Planning Consultations

So signed by the Chairman _____ Date _____

Councillors decided to defer this discussion to the Planning Committee meeting.

09-20-14. Items for next meeting

There was a discussion about the Claydon and Barham Good Neighbour Scheme requiring help with a cheque that was due to be paid to them, but they do not have a bank account to receive the funds as yet. Cheques are viable for six months.

09-20-15. Dates of next meetings:

- Parish Council: 14 September 2020
- Finance Committee: 20 July 2020
- Planning Committee: 21 September 2020

09-20-16. To receive and approve the Employment Committee's report on the national Pay Review for the clerk.

This item was closed to members of the public.

The Employment Committee recommended to the Parish Council that the clerk receive the nationally agreed pay review from 1st April 2020. This was unanimously approved by Parish Councillors.

The meeting closed at 21:26

So signed by the Chairman _____ Date _____