**Chelmondiston Parish Council**

Chairman: Cllr Rosie Kirkup

**chairman@chelmondistonpc.info**

Parish Clerk: Ms. Lucy Whiting

Clerk@chelmondistonpc.info

A Meeting of **CHELMONDISTON PARISH COUNCIL** will be held IN THE VILLAGE HALL on **Tuesday December 5th 2023 AT 7.30PM.**

All Committee Members are summoned to attend. Parishioners and members of the public are very welcome.

# AGENDA

The Council, members of the public and the press may record/film/photograph or broadcast this meeting when the public and the press are not lawfully excluded. This does not extend to live verbal commentary. Any member of the public who attends a meeting and objects to being filmed should advise the Parish Clerk who will instruct that they are not included in the filming.

1. **Welcome by the Chairman:**
2. **Apologies for absence:** to receive and approve apologies for absences.
3. **Declarations of Interest**:

**3a**: to receive declarations of pecuniary and local non-pecuniary interest(s) in items on the agenda and their nature including gifts of hospitality exceeding £25.

**3b:**  to receive requests for dispensations.

1. **To approve and sign the minutes of the Parish Council Meeting held on the Tuesday 7th November 2023**
2. **Public Participation Session:** For the public to talk to the Councillors about items on the agenda.

1. **Reports:** to receive reports from the County Councillor and the District Councillor:

**6a**. County Councillor Report

**6b**. District Councillor Report

1. **Reports From: Committees/Representatives of other Committees/Groups/Meetings:** to receive **reports/proposals/requests and considerations** and agree on any actions needed:

**7a**: Village Hall: Tree pruning

**7b**: Playing Field: Grant request received

**7c**: Footpaths: Update

**7d**: School: Meeting with headteacher

**7e**: Website: Update on Privacy Notice

**7f**: Suggestion of Councillor Group forum/FB/Whatapp

**7g**: Highway Improvements

1. **Chelmondiston village amenities:**

**8a**: Chelmondiston village sign: Update on repairs

**8b:** Refurbishment of village notice boards (2): Update

**8c**: Chelmondiston village car park and other parking issues

**8d:** Bank House: Access/gate to village car park

**8e:** Jubilee Gardens: Report on progress

**8f**: Playgroup: Update on use of Pre-school building.

1. **Pin Mill - Village amenities:** Update on Pin Mill matters:

**9a:** Dinghy Park**:** Update on the dinghy park administration.

**9b**: Houseboat Area: Update on letter to District Cllr.

**9c**: Flood control issues.

1. **Pin Mill Regeneration Plan:** Enhancement plan proposal.
2. **Recycling Centre**

**11.a** Financial position

**11.b** Request for hedge and tree trimming

**11.c** Risk Assessment review: In progress

1. **Planning:** To consider new planning consultations and to receive an updates:

**Application Number: DC/23/05390** Dawn House, Main Road, Chelmondiston, Ipswich, Suffolk, IP9 1EB

**Application Number: DC/23/05272** Water Pipeline between Freston, Shotley & Shotley Gate, Suffolk

**Application Number: SN/23/00427/SNL** Proposal of road name

1. **Correspondence Report to note or to consider a response:**

**13a**: Sea Link Consultation

**13b**: Request for salt for black ice at Pin Mill

**13c**: Peninsula Parishes Joint meeting: Report on meeting

**13d:** Request for support for Shotley Library: Update on grant request

**13e:** Debris on bottle bank: Update on thank you card

**13f:** Bus Service Improvement Plan & Meetings

**13g:** Babergh and Mid Suffolk District Council: Winter grants

**13h:** Citizen Advice: Cost of living grants

**13i:** Headway Suffolk: Grant request

**13j:** Keep Britain Tidy

**13k:** National Landscape (previously known as AONB): Volunteers

1. **Defibrillator Check/pad renewal:** Update
2. **Review of Memorial Policy**
3. **Clerk’s Report**:
   1. B1456 - Parked lorry
   2. Other clerking issues
4. **Finance: to receive an update on finance matters:**

**19a**: Finance Advisory Group meeting on 27th November: Update

**19b**: Online banking: Update on the progress of registering for online access.

**19c**: On-line bank payments: Update on progress.

**19d**: To receive a statement of resources from Foreshore Accountancy as at 30/11/23

**19e:** Budget for 2024-25: Setting the precept

**19f**: Donations: Charities to include

**19g**: To consider and approve the following payments including any invoices received since the publication of the agenda for expenditure approved in the 23-24 budget.

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| Ms Lucy Whiting | 30/11/23 | Expenses |  |  |
| Ms Lucy Whiting | 30/11/23 | Clerk’s Salary | 01-30 November | £642.72 |
| SA Meacock | 01/11/23 | Car Park Hedge trimming | 72 | £176.00 |
| Royal British Legion | 08/11/23 | Remembrance Day Wreath |  | £27.50 |
|  |  |  |  |  |
| PJB Gardening | 30/11/23 | Gardening Services |  |  |
| IP9 IT Services | 30/11/23 | IT Support  Parts for laptop | 23031  23036 | £137.07  £36.44 |
| Babergh District Council | 01/09/23 | Jubilee Garden Waste | 1000172123 | £59.00 |
| Chris Price |  | Materials for noticeboard repairs |  |  |
| Rosie Kirkup | 27/10/23 | Postage, notecards |  | £15.99 |

**Date of the next Parish Council Meeting: Tuesday 9th January 2024, at 7.30 p.m. in the Village Hall**

Lucy Whiting Proper Officer **30.11.23**