

# Chelmondiston Parish Council

Chairman: Cllr Rosie Kirkup  
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Interim Parish Clerk: Ms. Jo Hazlewood  
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A Meeting of **CHELMONDISTON PARISH COUNCIL** will be held IN THE VILLAGE HALL on **Tuesday October 3<sup>rd</sup> 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
4. **To approve and sign the minutes of the Parish Council Meeting held on the 5<sup>th</sup> September 2023**
5. **Public Participation Session:** for the public to talk to the Councillors about items only on the agenda
6. **Reports:** to receive reports from the County Councillor and the District Councillor:
  - 6a. County Councillor Report
  - 6b. District Councillor Report
7. **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
  - 7b: Playing Field
  - 7c: Footpaths
  - 7d: School
  - 7e: Website: domain name change/central server storage query
8. **Chelmondiston village amenities:**
  - 8a: Chelmondiston village sign
  - 8b: Refurbishment of village noticeboards (2)
  - 8c: Chelmondiston Village Car Park
  - 8d: Jubilee Gardens – report on progress & eligibility for funding from CIL
  - 8e: To discuss the possible use of the Playgroup building
9. **Pin Mill – Village amenities – update on Pin Mill matters**
  - 9a: Dinghy Park: to receive an update on the Dinghy Park
  - 9b: To consider the next steps following the exchange of communication with Babergh District Council re the work needed on the hard
  - 9c: Update on the application for a memorial bench
10. **Planning:** to consider new planning consultations and to receive an update on existing planning consultations:
  - 10a: **DC/23/04260: Proposal:** Application for Works to Trees subject to Tree Preservation Order ES33/W1 - Fell 3 No. Ash (T1,T2 and T3), Fell 4 No. Sycamore (T4, T5, T6 and T7),

Reduce 1 No. Alder (T8) to a safe height, Reduce 1 No. Ash (T9) to a safe height, Fell 1No. Alder (T10), Reduce height of 1 No. Alder (T11), Fell 1No. Ash (T12), Fell 1No. Sycamore (T13), Fell 1No. Sycamore (t14), Remove dead wood from 2. No. Ash (T15 and T16) and Fell 1 no. Sycamore (T17) . : National Trust Woodland, Pin Mill Road, Chelmondiston, Suffolk

**10b: DC/23/04109: Proposal:** Application under S73a for Removal or Variation of a Condition following grant of Planning Permission B/12/00500 dated 18/12/2015 Town and Country Planning Act 1990.- To vary Condition 27 (Approved Plans) **Location:** Former HMS Ganges Site, Shotley Gate, Shotley, Suffolk

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

**11a:** James Cartlidge – Charity Fundraising Fair (circulated)

**11b:** Suffolk Recycles Newsletter (circulated)

**11c:** Babergh & Mid Suffolk media re Joint Local Plan (circulated)

**11d:** 20s Plenty Campaign (circulated)

**11e:** Quiet Lanes Suffolk (supporting docs)

**11f:** Electrical Safety Fund (supporting docs)

**12. Finance – to receive an update on finance matters:**

**12a:** To set a date for a Finance Advisory Group Meeting

**12b:** Bank mandate – to receive an update on the progress of revising the bank mandate

**12c:** Online banking – to receive an update on the progress of registering online banking

**12d:** To consider a Board Resolution as a final attempt to get Lloyds Bank access

**12e:** To approve the payment to Foreshore Accountancy for work carried out in August

**12f:** To receive a statement of resources from Foreshore Accountancy as at 30/09/23

**12g:** For members of the Council to note that the review of the Annual Governance and Accountability Return (AGAR) by the External Auditor has been received confirming that it is in accordance with proper practices.

**12h:** To inform Councillors that the Notice of Conclusion of Audit has been uploaded to the website

**12i:** 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

Payee	Inv Date	Detail	Amount £
Mrs J M Hazlewood (clerk)	31/08/2023	Interim clerk's hours	223.26
HMRC	29/09/2023	2 <sup>nd</sup> Quarter PAYE	801.93
PKF Littlejohn	11/09/2023	External Auditors Fees	378.00
PJB Gardening	20/09/2023	Gardening Services	200.00
L. Powell	14/09/2023	Memorial expenses	46.87
Babergh DC	27/09/2023	Revised invoice elections	1222.26
Babergh DC	27/09/2023	Credit note	1777.52

**13. To receive an update on the request for an ANPR camera.**

**14. To receive an update on S106 monies** available for road safety as a result of the Ganges development.

**15. Recycling Centre:** to receive an update on the Recycling Centre

**16. Clerking matters:**

**16a:** to note the contents of the Clerk's Report

**16b:** To ratify the appointment of the new Clerk/Proper Officer

**17. To consider items for future agendas**

**18. Date of the next Parish Council Meeting: Tuesday 7<sup>th</sup> November 2023, at 7.30 p.m. in the Village Hall.**

*Jo Hazlewood*

Proper Officer

29.09.2023