## **Chelmondiston Parish Council**

Chairman: Cllr. David Cordle

Parish Clerk: Mrs Jill Davis e-mail: clerk@chelmondistonpc.info or Tel: 01473 780159

## A Meeting of CHELMONDISTON PARISH COUNCIL will be held in THE VILLAGE HALL on TUESDAY 5<sup>th</sup> JUNE 2018 at 7.30pm. All Parish Councillors are summoned to attend and all parishioners are invited.

## AGENDA

The Council, members of the public and the press may record/film/photograph or broadcast this meeting when the public and the press is not lawfully excluded. <u>This does not extend to live verbal commentary</u>. 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 Chairman and to receive and consider Apologies for Absence			
2.	<b>Dispensations:</b> to consider requests and <b>Declarations of Interest</b> to receive Pecuniary and Non-Pecuniary Interests from Cllrs on items to be considered at this meeting.			
3.	Minutes of the Meeting: to agree minutes of the meeting held on 1 <sup>st</sup> May2018.			
4.	Public Participation Session: for the public to talk to Cllrs about items on the agenda AND to receive Reports (if available) from:			
5.	<ul> <li>a) County Councillor:</li> <li>b) District Councillors</li> <li>Reports From: Committees/Representatives of other</li> <li>Committees/Groups/Meetings: to receive reports and proposals/requests and to take any action deemed necessary.</li> </ul>			
	<ul> <li>a) Planning Committee: report on 15/05/2018</li> <li>b) Village Hall:</li> <li>c) Playing Field:</li> <li>d) Village Amenities: Asset maintenance/ War memorial</li> </ul>			
	f) Housing Needs – WG: Update g) Other			
6.	Clerks Report: and to consider any action necessary			
	<ul> <li>a) Updates: report from previous meetings         There is a meeting confirmed for Friday 08/06/2018 with Viridur and the Playing Field Committee Chairman to discuss the grant application.     </li> <li>b) Babergh East, Police and Parish Forum: to approve</li> </ul>			
	Clerk to attend the Babergh East Police and Parish Form meetings. 4 meetings in total for the remaining of the year Mileage Cost: 81 miles £36.45			
	c) AONB May Monthly Update – supporting documents			
	d) Stour and Orwell Summer Party Invitation 10 <sup>th</sup> June- would anyone like to go			
	e) Shotley Peninsula Action Group Meeting 12 <sup>th</sup> June- would anyone like to go			
7.	<ul> <li>f) Thank you, letter, - resident</li> <li>Correspondence: to take any action deemed necessary on correspondence received</li> </ul>			
<i>.</i>	None. All letters as clerk's reports.			
8.	Community Payback Team: to approve			
	a) Cost of materials			
	2xlitres of wood stain 2x 1-inch brushes			
	10x sheets med grade sand paper			
	TOTAL = £57.00			
	<ul> <li>b) Service Level Agreement for I year for the Community Payback Team to work on projects in the village.</li> </ul>			

		c) Second Person required to be a contact -	
9.		Literature: to approve	
		a) 2 Good Councillor's Guides 2018 to purchase	
10.		TOTAL = £15.00 (INCLUDING POSTAGE) Neighbourhood Plan: to update	
10.		Grant has been approved	
11.		Pin Mill Bay Management CIC: to update	
		Email received re issues of rubbish at Pin Mill	
12.		Pin Mill: Dinghy Park/Grindles: to receive reports and to take any action deemed	Inecessary
1 <b>3.</b>		Recycling Centre: to consider reports and to take any action deemed necessary	
14.		Financial Items:	
	14.1	End of Year Accounts 2017-2018: to inform Notice of Public Rights from Monday 02/07/2018 – Friday 10/08/2018	
	14.2	End of Year Accounts 2017-2018: to inform LCPAS Internal Report for 2017-2018	
	14.3	<b>End of Year Reports 2017-2018:</b> to inform External Auditor Report to arrive by Monday 11 <sup>th</sup> June 2018	
		Replacement Cheque: to approve	
	14.4	<b>LCPAS</b> replacement cheque for £300.00 DPO Service. Missing number. Original Cheque Number 2000. Cheque to be cancelled.	
	14.5	RFO's Monthly Report: May's 2018 Bank Reconciliation	
	14.6	To Consider Payments to: and other invoices arriving after the posting of this ager	nda
		a) 2009 LCPAS: Annual Audit Fee	£200.00
		b) 2010 P J MANN: Gardening Village Hall/ Plants	£56.26
		c) 2011 M Stevens: Food annual meeting of the Parish/ Paint (brackets)	£16.73
		d) 2012 S A Meacock: monthly grass cutting	£72.50
		e) 2013 SALC: Literature £30.44 (0.79)	£31.23
		f) 2014 Suffolk Preservation Society: Annual Charge	£30.00
		g) 2015 Chelmondiston PCC: Hire of Room NP	£12.50
		h) 2016 SALC: Village HALL Training £26.00 (£5.20)	£31.20
		<ul> <li>i) 2017 Collins &amp; Curtis Masonry Ltd: Repair War Memorial £175.00 (£35.00)</li> </ul>	£210.00
		j) 2018 J. Davis: May Salary	£747.73
		<ul> <li>k) 2019: J Davis Expenses: mileage/office supplies/ 6 monthly allowance/ postage £348.03 (£31.22) *</li> </ul>	£379.50
•		SUB TOTAL:	£1787.65
		• Clerk wishes to inform PC AND Public of high expenses due to the	
		following: £66.66 fuel for Annual end of year accounts	
		£100.00 6 monthly allowance	
		£52.46 annual anti-virus charge	
		£31.69 shredder £101.05 bulk office supplies	
		LCPAS CHEQUE 2000 TO BE CANCELLED (14.4)	-£300.00 £300.00
		LCPAS CHEQUE 2008 £300.00 REISSUE (14.4)     TOTAL -	£1787.65

The Next Parish Council Meeting: Tues 3rd JULY 2018 at 7.30pm in the Village Hall.

Jill Davis – <u>clerk@chelmondistonpc.info</u> 01473 780159 Prepared 31<sup>st</sup> MAY 2018