

# Chelmondiston Parish Council

Chairman: Cllr. David Cordle

Parish Clerk: Mrs Jill Davis e-mail: [clerk@chelmondistonpc.info](mailto:clerk@chelmondistonpc.info) or Tel: 01473 780159

A Meeting of **CHELMONDISTON PARISH COUNCIL** will be held in **THE VILLAGE HALL** on **TUESDAY 4<sup>th</sup> of JUNE 2019** 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. 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 consider apologies
3. **Dispensations:** to consider requests and **Declarations of Interest** to receive Pecuniary and Non-Pecuniary Interests from Cllrs on items to be considered at this meeting.
4. **Minutes of the Meeting:** to agree minutes of the meeting held on **15<sup>th</sup> of May 2019.**
5. **Public Participation Session:** for the public to talk to Cllrs about items on the agenda **AND** to receive **Reports** (if available) from:
  - a) **County Councillor:**
  - b) **District Councillors:**
6. **Reports From: Committees/Representatives of other Committees/Groups/Meetings:** to receive **reports and proposals/requests** and to take **any action** deemed necessary.
  - a) **Planning Committee:** to update
  - b) **Village Hall:** to update
  - c) **Playing Field:** to update
  - d) **Village Amenities:** to update
  - e) **Other:**
7. **Clerks Report:** and to consider any action necessary since publication of the agenda
8. **Correspondence:** to take any action deemed necessary on correspondence received
9. **Recycle Centre:** to update  
May 2019  
Financials  
Lease  
Break in Police Reference: SC-24052019-411
10. **Dinghy Park:** to discuss  
Suggestions for Users  
Notice
11. **Pin Mill Multi- Agency Group:** to approve  
Cllr Stanley
12. **Dog Bin Pin Mill:** to discuss  
Additional Pin Mill
13. **Councillor Training:** to update
14. **Shaun's Shorts:** to discuss  
Annual Meeting of the Parish
15. **Speed watch:** to discuss  
Annual Meeting of the Parish  
Police Checks- Chelmondiston  
Interactive Road signs
16. **PC's Travel and Expenses Policy:** to inform
17. **Neighbourhood Plan:** to update
18. **Planning Committee:** to approve  
Terms of Reference
19. **Financial Matters:**
  - 19.1 **RFO's Monthly Report:** May's 2019 Bank Reconciliation
  - 19.2 **RFO:** to appoint

Annual Legal Requirement (LGA 1972 Section 151)

- 19.3 ROF/Parish Clerk:** to approve  
Budgetary Control and Authority to Spend Section 4 (Financial Regulations)
- 19.4 Printer Purchase:** to approve
- 19.5 Annual Wreath:** to approve  
£40.00
- 19.6 Holbrook Award:** to approve  
£30.00
- 19.7 Anti-Virus Software:** to approve  
£46.63 BullGuard
- 19.8 LCPAS Subscription:** to consider  
£120.00 per annum
- 19.9 Volunteer/ Help/Advertising:** to consider  
Advertising £40.00 Shotley Peninsula news  
£80.00 in touch Magazine  
Public Liability Insurance
- 19.10 Harkstead Sign:** to consider
- 19.11 Councillor Training:** to consider  
Cllr Bareham £110.00
- 19.12 To Consider Payments to:** and other invoices arriving after the posting of this agenda
- |   |                 |
|---|-----------------|
| a) 2149 PJ MANN: Gardening Village Hall                   | £46.00          |
| b) 2150 Suffolk Preservation Society: Annual Subscription | £30.00          |
| c) 2151 SA MEACOCK: April Garden Services                 | £208.00         |
| d) 2152 Jill Davis: May's Salary                          | £996.39         |
| e) 2153 Jill Davis: May's Expenses £313.04 [£33.97]       | £347.01         |
|   | <hr/>           |
|   | <b>£1627.40</b> |
- 20. Confirmation of the Dates of the Period for the Exercise of Public Rights:** to inform  
Monday 01/07/2019 – Friday 09/08/2019
- 21. The Next Parish Council Meeting:**  
**The next meeting of the Parish Council Tuesday 02<sup>nd</sup> of JULY 2019 at 7.30pm in Village Hall.**

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**Dated: 30<sup>th</sup> of May 2019**