

Chelmondiston Parish Council

Chairman: Cllr David Cordle

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

A Virtual Zoom Meeting of **CHELMONDISTON PARISH COUNCIL** will be held REMOTELY on **TUESDAY THE 4th of AUGUST 2020 at 7.30pm**. All Parish Councillors are summoned to attend and all parishioners are welcome to join.

Password: 217518

I.D 844 8527 5337

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:**
Cllr Green acknowledgement
2. **Apologises for absence:** to receive and note 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. **To approve the minutes of the Parish Council Meeting held on the 2nd of June 2020:**
5. **To approve the minutes of the Parish Council Meeting held on the 7TH of July 2020:**
6. **Public Participation Session:** for the public to talk to Cllrs about items only on the agenda
7. **Reports:** to receive reports
7.a County Councillor Report
7.b District Councillor Report
8. **Clerk's Report:** Items received after publication of the agenda or for items needing discussion
9. **Correspondence Report:** Items received after the publication of the agenda or for items needing discussion
10. **Reports From: Committees/Representatives of other Committees/Groups/Meetings:** to receive reports and proposals/requests and considerations and agree any actions needed:
10.a Planning Committee 10.b Village Hall
10.c Playing Field 10.d Village Amenities
10.e Pin Mill Multi-Agency 10.f Climate and Ecological Emergency Working Party:
11. **Recycle Centre:** to inform
To update the members with the Financial Information for July 2020
12. **Dinghy Park/Pin Mill**
12.a For members to consider keeping the permit cost to £20.00 for the current season
12.b For members to consider no removal of dinghies for the current season
12.c To inform the members of the number of dinghy permits for the current season up to July 2020.
13. **Neighbourhood Plan**
Cllr Ward to update the members if necessary
14. **Covid - 19: UPDATE**
14.a To inform members of the current expenditure
14.b For members to consider the Covid-19 documents
15. **Finance and Administration:**
15.a To inform the members of the casual vacancy
15.b For members to consider the cost of £150.00 for the grass cutting at the Pyckle (within budget) PJB Garden services
15.c For members to consider the cost of the Annual Tree Risk Assessment £75.00. Peninsula Tree Services.
15.d For members to consider the cost of £144.00 to ensure the website meets the new regulations Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018. One Suffolk. (budget)
15.e For members to consider the three quotes for the replacement of outdoor furniture (Jubilee Garden) (budget) (Grant available £750.00)
15.f To update the members with the June 2020 Bank statements
15.g To update the members with the monthly financial information for July 2020

- 15.h For members to consider rectifying the ownership of Bylam Common on the Commons Register with SCC
- 15.i To inform the members of a grant of £500.00 approved from BDC towards the car park works.
- 15.j Chelmondiston Parish Council became the first parish to be awarded a Locality Grant from BDC.
- 15.k To formally thank David Wood and Jane Gould for the financial support re the car park.
- 15.l For members to consider PJB to become a contractor for the parish
- 15.m For members to consider continuing with remote meetings until either legislation changes or until May 2021

16. Financial Accounts 2019 – 2020:

- 16.a To update members with the Internal Audit Report for 2019 – 2020
- 16.b For members to consider the two recommendations from SALC
- 16.c To update the members with the 2019 – 2020 Accounts
- 16.d For the members to approve the earmarked reserves for 2019-2020
- 16.e For members to approve the signing of Section 1 of the Annual Governance Statement 2019 -2020.
- 16.f For members to approve the signing of Section 2 Accounting Statements 2019 – 2020
- 16.g To inform members that the Notice of Public Rights and Publication begins on Monday the 17th of August Until Friday 25th of September 2020

17. Payments to Consider: July 2020 Payments

A 002280	SA Meacock	Garden Services	£208.00		£208.00
B 002281	Print4U	N/Plan Printing	£128.00	£25.60	£153.60
C 002282	Print4U	N/P Printing	£52.00	£10.40	£62.40
D 002283	Print4U	N/P Printing	£58.00		£58.00
E 002284	PJB Garden Maintenance Ltd	Grass Cutting	£825.00		£825.00
F 002285	Suffolk Assn. of Local Councils	Annual Internal Audit 2019 -2020	£280.00	£56.00	£336.00
G 002286	Sharward Services Limited	N/P Printing	£222.00		£222.00
H 002287	Jill Davis	July 2020 Salary	£1019.17		£1019.17
I 002288	Jill Davis	July 2020 Expenses	£141.88	£10.80	£152.68
TOTAL:			£2934.05	£102.80	£3036.85

18.

The Next Parish Council Meeting:
The next meeting of the Parish Council:
Tuesday 1st of September 2020 at 7.30pm Held Remotely.

19.

Temporary exclusion of press and public: That pursuant to the Public Bodies (Admission at meetings) Act 1960 the Public and Press be excluded from the meeting due to the confidential nature of the business to be discussed

Employment Matters:

- 19.a To inform members of the clerk's holiday dates
- 19.b For members to approve the change to working from home procedure
- 19.c For members to approve the clerk payment
- 19.d For members to approve the pension process

Jill Davis Parish Clerk

Dated: 30/07/2020