

# 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 6TH FEBRUARY 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 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 Chairman** and to receive and consider **Apologies for Absence**
2. **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.
3. **Minutes of the Meeting:** to agree minutes of the meeting held on **9<sup>th</sup> January 2018**.
4. **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****Reports From: Committees/Representatives of other**
5. **Committees/Groups/Meetings:** to receive **reports and proposals/requests** and to take **any action** deemed necessary.
  - a) **Planning Committee:** report on 30/01/2018
  - b) **Village Hall:**
  - c) **Playing Field:** Locality Grant Update
  - d) **Footpaths, Trees & Hedgerows:**
  - e) **Village Amenities:** Asset maintenance/War Memorial: to consider Quote from Collins & Curtis Masonry – low level stone repair
  - f) **Housing Needs – WG:** Update
  - g) **Other**
6. **Clerks Report:** and to consider any action necessary
  - i) **Updates:** report from previous meetings
  - ii) **Pin Mill** Tree Damage
  - iii) **Annual Litter Pick** – setting a date/ sharing of equipment
  - iv) **PJ Labels** – Quote for 2018 Pin Mill Dinghy Park Labels
  - v) **New manager of domain name**
  - vi) **Village Hall-** Wi-Fi
  - vii) **Tennis Club** – update on payment
  - viii) **Pin Mill** – issue with commercial rubbish in bins
  - ix) **Community Action Suffolk** – upgrade on website
  - x) **Primary School** to consider 4 Prizes of £10.00 each for two competitions: neighbourhood Plan & Defibrillator Poster
7. **Correspondence:** to take any action deemed necessary on correspondence received
8. **Circulation Bag:** to consider updating the process of distribution of documents

9. **GDPR:** to update DPO Company & Costing
10. **Neighbourhood Plan:** to consider  
3 Quotes from Planning Consultants:  
Kirkwells, Planning Direct and Places4People
11. **The Local Government Electronic Communications England Order 2015** to consider  
Updating the process of distribution of Statutory and supporting documents
12. **Pin Mill Bay Management CIC:** report on meeting
13. **Pin Mill: Dinghy Park/Grindles:** to receive reports and to take any action deemed necessary
- a) **Dinghy Permit Fees:** to discuss for 2018
14. **Recycling Centre:** to consider reports and to take any action deemed necessary
- a) Revised amounts for Recycling Centre  
b) Update of Revenue

15. **Financial Items:**

11.1 **RFO's Monthly Report:** January's Bank Reconciliation

11.2 **To Consider Payments to:** and other invoices arriving after the posting of this agenda

a)	1972 HRMC Income Tax (in advance)	£88.42
b)	1973 HRMC Income Tax & National Insurance (in advance)	£75.37
c)	1974 Methodist Hall Room Hire	£12.50
d)	1975 Local Councils Public Advisory Service GDPR Training	£40.00
e)	1976 Suffolk Association of Local Councils Training £22 [4.40]	£26.40
f)	1977 Mr B Miller Maintenance of Jubilee Garden annually	£250.00
g)	1978 Mr D Hazelwood Annual Grass Cutting Playing Field	£345.00
h)	1979 Suffolk Association of Local Councils Training £22 [4.40]	£26.40
i)	1980 Mrs J Davis January's 2018 Salary	£772.43
j)	1981 Mrs J Davis January 2018 Expenses & Mileage	£71.25
<b>TOTAL</b>		<b>£1707.77</b>

16. **Clerk's Expenses:** to consider  
Website Training Mileage 20 miles =£9.00
17. **Reports of Other Business (not itemised):** to be included on next agenda if necessary

18. **The Next Parish Council Meeting:**  
**Tues 6<sup>th</sup> March 2018 at 7.30pm in the Village Hall**

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