**Chelmondiston Parish Council**

Chairman: Rosie Kirkup

[chairman@chelmondistonpc.info](mailto:chairman@chelmondistonpc.info)

The Village Hall, Main Road, Chelmondiston, Suffolk IP9 1DX

A Meeting of

**CHELMONDISTON PARISH COUNCIL** will be held

IN THE VILLAGE HALL on

**Tuesday 06 February 2024 at 7.00PM.**

All 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 non-pecuniary interest(s) in items on the agenda and their nature including gifts of hospitality exceeding £25.

**3b:**  to receive requests for dispensations.

1. **To approve and sign the minutes of the Parish Council Meeting held on the 9th January 2024.**
2. **Public Participation Session:** For the public to talk to the Councillors about items on the agenda.

1. **Reports:** to receive reports from the County Councillor and the District Councillor:

**6a**. County Councillor Report

**6b**. District Councillor Report

1. **Co-option to fill Parish Councillor Vacancy.**
2. **Reports From: Committees/Representatives of other Committees/Groups/Meetings:** to receive reports/proposals/requests and considerations and agree on any actions needed:

**8a**: Village Hall.

**8b**: Playing Field.

**8c**: Footpaths.

**8d**: School.

**8e**: Website: Privacy Notice: to approve amended version.

1. **Chelmondiston village amenities:**

**9a:** Car Park. Letter to owners of adjoining property.

**9b:** Speed Indication Devices for Main Road.

**9c**: Village Sign. To agree a new position.

**9d:** Electric Vehicle charging point. To discuss potential grant and position.

**9e:** Email from PJB Gardening re Jubilee Garden maintenance contract.

1. **Pin Mill:** Update on Pin Mill matters:

**10a:** Dinghy Park**:** current issues. To report cash received via post.

**10b**: Flood control issues. Repairs to flood gate on Pin Mill Common.

**10c**: Grindle bank repairs.

1. **Pin Mill Regeneration Plan:**

**11a:** Residents and Users Survey. To discuss next steps.

1. **Speed Limit on B1456.** Potential reduction of speed limit for Chelmondiston-Woolverstone section.
2. **Recycling Centre**

**13a:** Financial position.

**13b**: Hedge and tree trimming.

**13c:** Risk Assessment Report.

1. **Planning:** Report from meeting held on 06 February at 7.00pm.
2. **Correspondence Report to note or to consider a response:**

**15a**: Recycling e-cigarettes. Poster displayed on noticeboards.

**15b**: Realise Futures. Quotation dated 03.03.23 received.

**15c**: Great British Spring Clean 15-31 March.

**15d:** Annual price increase for Dog Bin emptying.

**15e:** E-mail address @gov.uk.

1. **Review of Policies.**
2. **Clerking Issues**

**17a:** Appointment of a locum clerk.

**17b:** Applications for the permanent post. To agree interview Panel.

1. **Finance: to receive an update on finance matters:**

**17a**: Statement of Resources from Foreshore Accountancy.

**17b**: Online banking: View only access councillors.

**17c**: To agree recipients of £50 charity donations.

**17d**: To approve payment of room hire fee to Village Hall for Parishes Alliance meeting 19.03.24.

1. **Payments**

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** | Date | Invoice Number | Detail | Amount |
| 1. Cllr Ian Melville | 18.12.23 | 244951CHELO1 | Timber for Village Sign + Delivery | £287.40 |
| 2. Cllr Rosie Kirkup | 01.02.24 | n/a | Printer Ink Cartridges + Postage stamps x2 | £36.48 |
| 3. PJB Garden Maintenance | 17.01.24 | 2024-172CMPC | Jubilee Garden Contract 2023 | £450.00 |
| 4. P&J Labels | 19.01.24 | 25050 | Dinghy Labels 2024 + 2025 | £232.80 |
| 5. Harry King and Sons Ltd. | 26.01.24 | 7425 | Replacement of Boards beside Flood gate | £480.00 |
| 6. Foreshore Accountancy |  |  |  |  |
| 7. HMRC | 05.01.24 | Quarter 3 | Employer’s Contribution | £135.46 |
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Rosie Kirkup Chairman and Acting Clerk 01.02.24