

Minutes of CHELMONDISTON'S ANNUAL PARISH/VILLAGE MEETING
held on TUESDAY 5th MAY 2015 at 7.00pm in the VILLAGE HALL

1. **Welcome:-** *Cllr David Cordle*, Chairman of the Parish Council, took the Chair and opened the meeting at 7.00pm. In attendance was the Parish Clerk, Fran Sewell.
A very warm welcome was extended to all the people who attended, of which there were between 45 and 50. This included *Parish Cllrs*: Rosie Kirkup, Alastair Fox, John Hawkins, Colin Keeble, John Deacon, Morley Stevens, Dot Cordle, Beryl Walker, Steve Chicken and Doug Barwick
2. **Apologies for absence:** Patrick Mann; Tony Roberts; PCSO Joanne Adams.
3. **To agree the minutes of the Annual Parish Meeting held on 20th May 2014**
The draft minutes had been on the website. A copy had been circulated to the Councillors. There were spare copies on the table. The Chair asked the community if they were happy for him to sign and it was agreed.
4. **Matters Arising:** *from the Annual Parish Meeting held on 20th May 2014.* None.
5. **Reports from:**

Chairman of the Parish Council: *Cllr David Cordle* related a story about a townsman meeting an old Suffolk farmer and then complaining about the cost of foodstuffs. The farmer responded by saying that as he had to know all the botanical names of crops that he grew; Latin names of weeds that choke them and Zoological names of insects that eat them, along with the chemical names that kill them - then somebody '*has got to pay*'.
He felt that this was a bit like the Parish Council and he went on to outline all the different jobs that the Clerk has to do.
He urged people to come to the meetings and to read the minutes, which were put on the website along with the written accounts put in the Chelvin and the In-Touch magazine.
He thanked all his colleagues on the Council including the newest member, Doug Barwick, for all the work they had put in over the past year.
He finished by giving special thanks to the parish clerk

Safer Neighbourhood Team: *A written report ...there had been 21 crimes during 2014-2015, the same as the previous year.*

2 interference with motor vehicles	4 burglaries from other
1 thefts of a boat	5 criminal damage
3 other thefts	2 fear or provocation of violence
3 burglary from dwellings	1 produce controlled drug

* There would be a *Babergh East Safer Neighbourhood Priority Setting Meeting* on 20th May 2015 at 7.30pm in the Pinewood Community Centre. Everybody was welcome to attend.
* The PCC, Tim Passmore, along with the Temporary Chief Constable, Gareth Wilson, will be staging a series of 7 public meetings across the county to give the public the opportunity to ask questions about policing matters. The Babergh meeting to be held at Hadleigh Town Hall on Wednesday 10th June at 6.30pm. [Posters on table].

Suffolk County Councillor: *David Wood* ... the County had decided not to increase residents' share of the Council Tax and instead had accepted the Government's extra grant by initiating a 0% increase. This does mean that there would need to be a massive cut in the budget of around £40 million. Most of these cuts will be felt by Children & Adult Services.

 - * *Council Care Provision*, provided by Care UK, came under the spotlight but problems were quickly rectified.
 - * *Raising the Bar* initiative doesn't seem to be delivering what it promised, as education results have shown only a slight improvement.
 - * *Highways*: there have been numerous problems since outsourcing to *Keir MG*. The public can now report on-line re potholes etc.
 - * *High speed Broadband* is still being rolled out across the county. Parts of Brantham, Holbrook, Stutton & Shotley have benefitted so far. Hopefully the rest of the peninsula will be up to speed later in the year.
 - * *Coast & Heaths AONB*: The southern side of the Stour is going through the process of official designation.

- * *B1456*: following approval of planning permission at Ganges, David will be pressing to obtain a 40mph speed limit through Freston, as well as improvements to the cross roads. A 30mph limit here, as suggested, would not be possible.
- * *Sunday Bus Service* will be continuing. Funding has been allocated from his Locality Budget. SC Council has also given a grant to the Shotley Foot Ferry
- * *Locality Budget*: He has been able to help some local projects/initiatives - the Nursing Project and the Holbrook Academy with their production of "We Will Rock You"
He has money available

District Councillor: *John Deacon* spoke of the period 2012-2014, which saw some fundamental changes at Babergh Council, including:

- Consolidation of administrative activities with Mid-Suffolk
- Review and agreement of strategic priorities
- Development of the Planning Core Strategy (for the 20 year period 2011-2031)

The past 12 months have been about creating initiatives to enable these general plans to happen. We have seen a number of public consultations on these initiatives, which are focussed around the topic of **Planning**. In line with central Government thinking, the overall objective of these changes has been to **streamline** the planning process, and in particular **to reduce the administrative burden associated with obtaining approval for new developments**.

To this end, the BDC Planning process has seen a number of changes throughout the year.

- *The overall Planning Process has been simplified* - to speed-up the decision-making process and make it more efficient;
- *The number of detailed planning policies has been substantially reduced* - to speed-up the process and to enable more consistent decisions to be made through the application of general principles - rather than relying on specific, detailed policies of sometimes unclear origin.
- *S106 monetary contributions to local infrastructure by developers have largely been replaced by the Community Infrastructure Levy (CIL)*. CIL is levied on a non-negotiable flat-rate basis. This is in contrast to the S106 levy which is individually crafted for each development, often as the result of protracted and costly negotiations.
- *Rural Housing Policy* - has been reviewed- with the objective to make building in rural areas easier to achieve - it is expected that a good 30% of the growth in housing stock in Babergh over the next 20 years will occur in the countryside. To enable this, building outside of the village envelope will be allowed, provided that new building is next to the envelope or an existing built-up area.
- *Call for sites* - there has been a request by Babergh to the public at large to offer sites for building in rural areas. The results of this exercise are due to be published soon.

You can see from all these changes that Babergh - in common with other Councils in the country it has to be said - is ramping-up its ability to enable developments to happen.

Such developments will inevitably include Rural Areas, so it's important that communities have an agreed view as to what these changes should / should-not look like. Reference Village & Neighbourhood Plans.

Other developments in Babergh: Two other exercises, ongoing at the moment, which are due to be concluded sometime during the next 12 months are:

- *Strategic Plan* - this activity is taking the long-view as to how, in practical terms, the core objectives of the Council - which were agreed last year - should be delivered. This exercise is being conducted jointly between Officers and elected Members, and the results which will be subject to public consultation - watch this space!
- *Accommodation review* - for a number of months now there has been an on-going project to look at what are the building accommodation needs of the joint Babergh/Mid-Suffolk administration, and further from this, how are these accommodation needs to be met? This is likely to mean divesting some or all of the existing buildings, and very possibly changing location altogether. There are no firm plans announced as yet - again watch this space during the next 12 months.

Ganges: It now looks as though this development will finally happen, following the Babergh Planning Committee decision at the end of March. The formal documentation is still awaited, because S106 funding negotiations are still ongoing with the Shotley Marina company, although

agreement on these is said to be close. We all know that traffic impact on the B1456 has been and continues to be a big concern. Therefore, as and when the decision is formally announced, the Parish Council needs to be alert to the promises about traffic mitigation measures contained in that Planning Document and keep up the pressure to ensure that these measures are put in place.

John confirmed that he would be stepping down as an elected Member for Babergh Council in a couple of days. Although quite demanding at times, John considered it had been an enjoyable experience, and he thanked the community for giving him the opportunity to represent you all at Babergh during these last 4 years.

Clerk/Responsible Financial Officer (Parish Accounts 2014-15)

Copies were distributed of the Bank Reconciliation and the Summary of Receipts and Payments.

RECEIPTS were **£33,356.99**

£23,951 of this was the Precept plus the grant of **£1,832.25**.

The grant is not classified as part of the precept. This is from money passed down by the Government to District Councils *specifically* for Council Tax support schemes. It is supposed to help mitigate any reduction in our taxbase due to this Support Scheme. The Government expect all billing authorities to pass on this 'grant'. Babergh, however, are phasing this out. This 2015-16 financial year we received £1,221 and in 2016 it will go down to £610.00 and then nothing.

If you take out the precept & grant, we brought in £7,573

We had no major projects during the year, so didn't require any grants.

Recycling Centre ... Our largest income source, up on last year by approx £142. BUT it nearly all goes out in the cost of skips!

PAYMENTS amounted to **£26,403.22** .. DOWN compared with **£32,851.22**

General Admin was down, by just over £800

Other expenses were down from **£20,334.69** to **£14,320.36**

We gave out more on grants/donations (**£920** compared with £540)

The Village Hall: we didn't hold any of their requested grant money. *The Playing Field Cttee*: took out less of the money we hold for them. We spent a little **less** on *Footpaths/Trees etc* and a little **more** on Village Amenities. We purchased the ride on mower for the playing field at a cost of £3,600. The cost of running the **Recycling Centre** was **up** by just under **£400**.

Tennis Courts: were finished - we had no other projects.

We tried hard to cut down on expenditure due to the economic situation and the uncertainty of whether we would need to have a referendum if we increased the precept by 2% or more.

This is decided by the Government on an annual basis and we are only informed of this decision at the at the very last minute, before we put in our precept order. Consequently Council felt we should build up reserves to cover this and to have the ability to spend on future projects without having to increase the precept - too much.

Bank Reconciliation [Other side of Paper]

This is represented by.....

Treasurer's Account: **£1,995.80**

Cash Float of: **£14.00** for the Recycling Centre

Savings Account: **£51,105.00**

BALANCE **£53,114.80**

and that in turn this is made up of **£13,993.00** earmarked for various items/projects

General reserves of **£37,112.00**

Clerk suggested that residents look over these accounts in their own time and to contact her or come to the next Parish Council meeting with any queries. The annual accounts will be presented to the Parish Council at the Annual Meeting on 12th May. They will then go out to audit.

Internal Audit: all the financial documents, insurance documents along with the PC Minutes and associated Cttees' minutes plus an Internal Management Risk Assessment are looked at by the Internal Auditors, who are completely independent from the Parish Council.

External Audit: The Annual Return Form along with all the relevant documentation will then be sent to the External Auditor, BDO LLP, who will report back to the PC in September.

For this 2014-15 year we have been selected again, as part of a 5% sample of basic audits to do an

Intermediate Audit. You may remember we were picked in 2012-13 - (luck of the draw!)

- 6. The Village Development Framework:** *Rosie Kirkup* spoke about the Draft Statement; recently renamed to the Village Development Framework. Both the Ganges development and the Holbrook housing scheme were to go ahead DESPITE:
- serious concerns about inadequate infrastructure;
 - lack of Affordable Homes needed by local people
- John Deacon had been in discussions with the Corporate Manager Community – led Planning Officer, who suggested the name change (Development Framework), as the Draft went beyond a Design Statement.
- The Council had recently received the results from the Housing Needs Survey and this would be incorporated into the document.
- To **have any say at all** we need to get our VDF document accepted by Babergh DC. The return on the first questionnaire last September was disappointing - too small to carry any weight. We must have evidence of greater participation of local people – hence the need for a further questionnaire. [Draft displayed on the table]. We will have to find other ways of engaging local people in decisions about the details, so we are planning to present the project at various village group meetings to collect support and ideas. We NEED FULL LOCAL ENGAGEMENT for Babergh to make this a document with MATERIAL CONSIDERATION status.
- 7. Affordable Housing and the Housing Needs Survey:** *Rosie Kirkup* spoke about the results of the survey, explaining that the full report belonged to Community Action Suffolk and we were only permitted to hand out the *Executive Summary*. [On table]
- 183 Households responded along with 386 individuals. The greatest number of responses were received from those aged between 60-74 years of age. It shows a total of 15 households, 25 people in need of affordable housing in Chelmondiston. The *Gateway to Home Choice* register indicated that there are 13 households claiming a local connection to Chelmondiston with a total of 28. The recommendation for Chelmondiston would be 9-10 dwellings. The Council will be meeting with CAS very shortly to discuss the report in full and to consider a plan of action.
- If any landowner has land available, which they would like to put forward for affordable housing they should contact the housing team at Babergh DC and at CAS. [Details on table]
- 8. Broadband: or lack of....** *Clerk reported* following on from David Wood's report saying the Council had written to the Leader of SCC, Mark Bee about the state of the broadband roll out in the parish. The Council had received a response. Unfortunately, Chelmondiston did not benefit from the first round of upgrades but will be included in the second contract. They will be able to gauge the village's position in the rollout plan when it is available in October. Once this rollout plan has been released, the lead officers Peter Ingram & Jonathan Chown will be happy to come and visit the Parish Council to talk things through. [Copies of both letters on table]

The Chairman invited Pat Lakey to give her Village Hall and the Chelpin Players reports, as she needed to leave early.

12. Local Group reports:

The Village Hall: Pat explained that Patrick Mann, who was due to give the report, was laid up in hospital. Copies of the accounts were available but she wouldn't be able to answer questions! *Receipts...* Lettings remained at last year level of some £5,707, which is encouraging, as this is the main source of income, especially as interest rates remain at an abysmal level. They submit a precept request to the Parish Council and hope it can be met, which so far it has been, but they are aware that in future the support, which is much appreciated by the Management Committee, may have to be reduced.

Letting rates: £17.00 for a session in winter and £14 in summer.

Payments: main expenditure this year was stripping off, repairing and re felting the Flat Roof to the rear of the Hall, which seems to have cured the leaks. Cost - £3,000.

Interior decorating with a change of colour cost £1,620, which may be a surprise for those of you who have not been in the hall since last year. (A different shade to that on the card!)

Due to this expenditure the bank balance is £2,000 down on last year, but they still have a good level of reserves. This would be ok if they were not receiving the sort of increase that Babergh are levying for waste collection this year, now amounting to £196 for a fortnightly collection, as they are rated as a business. The report concluded by mentioning that they have set up a library in the Committee Room, the books are free for anyone to borrow.

** A young resident asked whether it would be possible to allow one-off charity events, free rent of the village hall. Pat Lakey explained that the Village Hall Management Cttee were listed as a charity but they had to charge to cover their running costs, as they were also a business. The resident would investigate possible ways to recoup the money but he felt that this could bring additional revenue to the Hall.

The Chairman thanked him for his suggestion.

The Chelplin Players: a small friendly group with two new ladies. Their Spring production went well even though numbers were down on the Saturday night. They did however, cover their costs. They have changed the public seating arrangement by introducing a Café style set up called 'Chris's Café', making a very relaxed and enjoyable atmosphere. They are purchasing some new lighting, which previously they have had to hire. They also have to pay a hefty entertainment licence. In November they are going to put on a comedy - to brighten up the winter nights!

The Chair suggested it was time for a tea break; to convene in approximately 15-20 minutes.

- 9. Speed Limit Schemes:** *SCCllr David Wood reported*, as he had been asked to do so by the Parish Council, due to concerns raised by parishioners, with a lot of comments written up on the Shaun's Shorts website, regarding traffic and farm traffic, using the side roads linking into the B1456 and how this was affecting pedestrians, cyclists and horse riders. Lings Lane and Bylam Lane were of particular concern. These lanes also form part of the South Suffolk Cycle Path and it has been suggested to ask Suffolk CC to provide warning signs to road users. (See Quiet Lanes initiative) Suffolk CC have set up a Policy Panel to look at requests for 20, 30, & 40 mph speed limits. Situations where 20 mph may be appropriate – Roads near schools, busy shopping streets where there is a conflict between pedestrians and motorists, popular visitor locations, residential roads on housing estates and where they can be seen to be of benefit to pedestrians, cyclists and horse riders. 20 mph limits will not be introduced where costs could be high, where it would be difficult for police to enforce. Environmental impact could be considerable. Legal and set up costs could be high: speed limit signs £500 - £1,000 depending on number required plus design cost of £250 - £400. Vehicle activated signs cost between £10,500 - £15,000. A 20mph limit has to be supported by parish councils and it can be enforced by the police. ** several residents felt that speeding through the village was a major problem and questioned why the police had been concentrating so much on Woolverstone and not Chelmondiston. Flashing signs when entering the village could be considered but these are expensive. Enforcement was down to the police.

- 10. Your Chance to Air Your Views:** **Tarmac the Village Car Park or use granite chippings?* The Clerk had made enquiries. Tarmac - around £20,000 and granite chippings around £500. Maintenance was required. No enthusiasm for the former, the Council would consider the latter. ** De-fibrillator in the disconnected telephone kiosk?* Generally, this was considered to be a worthwhile idea. Cost £1,000 plus. Suggestions were made to contact the East Anglian Air Ambulance who work in partnership with the East of England Co-operative who have provided a number of these throughout Suffolk at no cost. The British Heart Foundation is another provider. ** Dog Waste* - a plea from a resident to encourage people NOT to discard bags in hedges & trees. ** Litter-pick* - the Chairman thanked those who took part in the litter-pick but was very disappointed that no-one turned up down at Pin Mill. The Clerk said the Parish Council were supportive of 3 young ladies who, as part of their Duke of Edinburgh Award, were litter-picking within the parish. Photographs would be taken and the Chairman would 'sign them off' at the end of their task.

- 11. Peninsula Community Recycling Centre:** *Clerk reported...* Average takings - £40 in cash per Skip Day. Skip hire over the year has cost approx £3,000. Skips cost: *General Waste* - £113 plus £100 per tonne of landfill waste
Green Skip - £262 all in - no tonnage cost
A big thank you our volunteers and to all the local farmers who have helped by 'pressing down' the waste so that we can get more in the skips. We have collected approx 10 tons of green waste and between 10-11 tons of general waste.
Revenue from Banks: *Textile* - £684 [we had some thefts and now the company has reduced their credit payment]. *Media* - £44 no credit now available. *Metal* - £910 *Paper* - £204 *Glass* - £185
Fly-tipping: we still get it! If you see it -please report it. We get all sorts of rubbish put in the textile and the paper bank - SOME NOT NICE!

CCTV: Quotes received have varied considerable between £3,500 - £10,000 so we are still making enquires. We have very recently had a break-in and a large amount of wiring was taken. We have over the last year, been talking with Babergh/Mid Suffolk in the hope that they could help with funding or at least open doors for us at SCC, as we feel that we should **not** be paying land fill charges. We consider this is the responsibility of SCC. We have written to the Assistant Director of Environment at SCC who at no surprise has passed us down to the Head of Waste who in turn will speak with an officer, to arrange a meeting with us. We will follow this up.

12. Local Groups: Written/verbal reports - if available

Playing Field Management Committee: *Viv Gibbings* reported that there were far fewer costs incurred his financial year and income was down due to less use of the football pitch and because they retrieved less of their precept monies from the Parish Council. This was being saved to go towards the proposed outdoor gym equipment.

Closing balance 31/03/2015: £438.41 [Financial report on table]. The Parish Council have been working with the Playing Field Cttee to obtain a grant for the gym equipment. Sadly, they had just heard that the application for funding from Biffa had been turned down. They would now be looking at funding from other sources. *Viv* concluded by saying that she was stepping down as Treasurer to the Cttee, due to a planned move away from the parish. PLEASE get in touch as the Playing Field need members.

Cllr John Hawkins stood up and thanked *Viv* profusely for all her help; they could not of managed without her. The community gave her a robust round of applause.

Chelpin Projects (Chelmondiston & Pin Mill Community Council): *Graham Pink (Chairman)* reported that it had been a great shock to the community when *Nina Jillings*, the driving force of the group, passed away very suddenly. They were now undergoing a rebranding; hence the change of name. They would continue to organise fundraising events such as the Music & Arts Festival on Pin Mill Common (September this year) and the November Fireworks night. Re the latter, they may have to change things as last year so many people attended. Very large numbers cause obvious problems, which have to be addressed. There will be gift vouchers for the over 70's to spend at Hollingsworth or the Orwell Stores instead of providing the gifts themselves. They have quarterly meetings at The Red Lion - all are welcome. You don't have to join the committee but what they desperately need are helpers '*on the day*'. They have funding available for local projects; please ASK!

The ChelPin Tennis Club: *Graham Pink (Chairman)* reported... they are a small friendly club with members ranging from young to old who play to have fun. The courts are reserved for club nights on Mondays and Thursdays. Coaching is being arranged for 6 weeks during June and July. A Facebook page (Chelpin Tennis Club) has been started so that requests for help when needed on club nights can be sent out. *Membership fees:* Family: £30. Adult: £20. Junior/Student: £10 [Secretary: Anna Sterling Tel: 780 306. Leaflets on table.]

Chelmondiston Community Emergency Group: *Cllr John Deacon* stressed that the *Emergency Plan* exists to complement the efforts of the official emergency services and not to replace them. It highlights local resources that might be useful to the emergency services. The Plan, which has been in existence for 5 years, has been updated. The leaflet is being revised and distributed to all households. We now have a telephone landline in the village hall for emergency use.

Carpet Bowls Club: *Brian Wyatt* gave a brief report: They have been going for 30 years and there are two teams. They play in the 1st Division East league; Monday nights 7.30 to 10pm. £7 per person for the season. New members would be very welcome.

The Good Neighbour Scheme: *Brian Wyatt* thanked the Parish Council for its donation. They had been in operation for just over 2 years. Their main 'jobs' were transport initiated and dog walking. *Brian* gave thanks to the committee; *Alan Storey*, *Mike Castle* and *Linda Fram* and the large team of volunteers.

Over 60's: *Christine Cook* (Secretary) took the floor and reported on their trips and events over the past year. They had a membership of 42 with around 30 of them meeting up every Thursday afternoon in the village hall. (£1 per meeting). Their eldest member will be 99 years of age this month! They go on many trips - indulging in fish & chips and have a Christmas outing and party.

Chelmondiston Women's Institute: *Val Mann* reported that they meet every 2nd Tuesday of the month at 7.30pm. Val gave a run down on the interesting talks they have had and their annual fish and chips trip to Aldeburgh. They combine their Annual Meeting with Shotley and Tatingstone. She complimented the Village Hall Cttee for providing such a clean warm and inviting hall.

Chelmondiston Horticultural Club: *Enid Funnel* reported that they meet on the last Tuesday of every month and have had a very successful year. The subscription remains at £5 per annum and they have 48 members but always have room for more! They have a buffet in May and a mini show for members at the end of July. Their AGM is in January with a Cheese and Wine evening. Speakers are invited during the year to give talks. She also complimented the Village Hall Cttee.

Pin Mill Sailing Club: *Malcolm Harding (Commodore)* pointed out that the club was celebrating their 80th Anniversary. He gave a run-down of the benefits and facilities of the sailing club and their activities, which offers a warm and friendly atmosphere. They will continue with the Christmas Carols and the Morris Dancing events. There will be an open day on 16th May with jumble and book sales; an art exhibition and cream teas. Everyone is welcome.

[Brochures on table]

Pin Mill Society: *Simon Brown* (Chairman) reported that they make representations on issues that affect Pin Mill such as the purpose of jetties and any proposed new housing with the aim of keeping the character of Pin Mill intact. This year had been a very quiet year. Planning Permission had been approved for the floating pontoon and the jetty in front of Pin Mill Common, the latter with conditions, which they would be keeping an eye on. Membership is free.

Chelmondiston Playgroup: *written report* sent in by their new Manager, Lavinia Dzundza with Sam Harvey, as Deputy Manager along with Claire Harvey and Sarah Pearce.

The playgroup re-opened in January 2015 and numbers have increased steadily. *Anita Josselyn* retired at Easter after working at the playgroup for 35 years plus. It was a sad goodbye but they held a tea party for everyone to come and say good luck for her retirement. The Team have worked hard on the outside and garden area enabling the children to get outside more and encouraging them to grow vegetables, salad and flowers.

They held an Easter fun morning and sold hot dogs at the Pin Mill Duck Race, raising funds for some outside weather gear for the children and some equipment.

They have launched a Facebook page; a Pintrest page and a Website, which hopefully will encourage more families to the playgroup.

They hold a Toddler Group on Thursday mornings for children aged 0-5 years, where they offer play, activities, snack and story/rhyme time at a small cost of £2 per family.

This term is an important time and they are making sure they have lots of links with the school by using each other's facilities, as some of their children will be joining the primary school in September.

The Sue Ryder Synergy Café: *Beryl Walker* reported that the Café, which serves the peninsula, is run for those with dementia and their carers. It has been in operation for one and a half years; every 2 weeks between 11am and 4pm. It is supported by about 20 people and for many it provides a chance to meet others in similar situations, with similar problems in a safe environment. It is free to attend and sells a reasonably priced lunch and refreshments.

David Cordle, the Chairman thanked everyone for coming and encouraged people to continue to support the local groups and get involved. He then closed the meeting the meeting at 9.20pm.

Signed.....*David Cordle*.....

Dated17/05/2016

The DRAFT minutes had been on the website since June 2015. The parishioners present agreed for the Chairman, David Cordle, to sign these minutes at the Parish Meeting held in the Village Hall on 17th May 2016.