

MINUTES OF THE CHELMONDISTON PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL ON TUESDAY 6th SEPTEMBER 2016 AT 7.30pm

Present: *Councillors:* David Cordle, A Fox, J Deacon, M Stevens, J Hawkins, C Keeble, Dot Cordle, D Barwick, S Chicken and J Hammond

In attendance: Fran Sewell - Parish Clerk

Public: 2 members of the public

Abbreviations: **Cllr:** Councillor. **PC:** Parish Council. **BDC:** Babergh District Council. **SCC:** Suffolk County Council. **B/MSDCs:** Babergh /Mid Suffolk District Councils. **CAS:** Community Action Suffolk. **PMBMCIC:** Pin Mill Bay Management Community Interest Company. **SALC:** Suffolk Association of Local Councils. **LCPAS:** Local Council Public Advisory Service **CEP:** Community Emergency Plan. **VDF:** Village Development Framework. **RoW:** Rights of Way

The Council and members of the public were reminded by notice that they may record/film/photograph or broadcast the meeting when the public and the press were not lawfully excluded.

1. Welcome by Chairman and to receive and consider Apologies for Absence.

The Cllr David Cordle opened the meeting at 7.30pm and welcomed everyone. He especially welcomed the new Cllr, Jennie Hammond who had signed her Declaration of Acceptance form.

Apologies for Absence: Cllr Kirkup had sent her apology as she was unable to attend due to having a previous engagement. Apology accepted.

SCCllr D Wood, DCllrs P Patrick and D Davis – sent in their apologies as they were unable to attend.

2. Dispensations: to consider requests AND Declaration of Interests: to receive Pecuniary and Non Pecuniary Interests from Cllrs on items to be considered at this meeting.

Item 6iii) - Cllr Chicken declared a non-pecuniary interest as part of his land had been suggested as a possible site for a communications mast.

3. Minutes of the Meeting: to agree minutes of the meeting held on 2nd August 2016

These minutes were taken as read and were agreed to be a true record of the meeting by those who had been present. The Chairman was given the authority to sign.

4. Public Participation Session: for the public to talk to Cllrs about items on the agenda

A local resident wished to speak about **Item 8**. The Chairman explained that he would close the meeting at the appropriate item for them to speak.

AND to receive REPORTS (if available) from:

a) County Councillor: b) District Councillors: P Patrick – see Circulation Bag.

D Davis spoke with the Clerk re the *Walkers are Welcome* initiative. Cllrs were undecided but the Clerk would send around details again.

5. REPORTS FROM... Committees/Representatives of other Committees/Groups/Meetings: to receive reports and proposals/requests and to take any action deemed necessary.

a) Planning Cttee: *Cllr Keeble reported* – meeting of 16/08/2016. See full Minutes.

B/16/01024/FUL - The Crow's Nest, Pin Mill Road, Chelmondiston, IP9 1JN

Erection of replacement dwelling (following demolition of existing dwelling). Erection of detached garage with accommodation above.

Advice had been given by the planners and an officer of the AONB, which had been taken into account. The roofline, façade and windows had all been altered accordingly. The Cttee did not consider that this proposed development would have a detrimental impact on the AONB or the Conservation Area.

Planning permission had been approved for a neighbouring property, which was also of an innovative design. The Cttee had recommended SUPPORTING the application.

Decisions

B/16/00556/FHA/JAC – 38 Collimer Close, Chelmondiston, IP9 1HX

Erection of single-storey rear extension. Planning Permission had been GRANTED.

B/16/00685/FUL/JAC - Little Barnes Nursery, Shotley Road, Chelmondiston, IP9 1EE

Change of Use from Ancillary building to dwelling house (Class 3)

Babergh DC GRANTED permission with specific restriction on development.

Jetty & Area – Pin Mill – the Clerk had been asked to write to BDC Enforcement, questioning the decision that the *Onderneming* had complied with the Breach of Condition Notice.

Sinclair Dalby Ltd. (Telefonica) were proposing to put in a planning application for a base station/mast installation in a field off Lings Lane.

Meeting of 06/09/2016 See full Minutes**B/16/01123/ - 22, St Andrews Drive, Chelmondiston, IP9 1HU***Erection of new oil tank in front garden, (existing oil tank to be removed).*

The Cttee had recommended SUPPORTING the application.

B/16/01197/TCA – Valley Cottage, Pin Mill Road, Chelmondiston, IP9 1JJ*Crown reduction of Ino. False Acacia Tree*

The Cttee had recommended SUPPORTING the application.

B/16/01081/FUL –White House Farm, Shotley Road, Chelmondiston, IP9 1EE*Conversion & extension of redundant agricultural buildings into 2, detached dwelling units, replacing existing vehicular access with new access in a new location plus new cart lodge garage.*The size of *Unit 1* (8 bedroomed) was considered inappropriate to the residential needs of the village – (current requirement is for dwelling units of 2-4 bedrooms maximum). Parking areas shown appear to be inadequate for the size of the property. The use of the site needs to be reconsidered.

The Cttee recommended REFUSING the application.

B/16/01100/ROC – Jetty, Foreshore, Pin Mill, Chelmondiston, IP9 1JW*Application under Section 73 of The Town & Country Planning Act (1990) to VARY CONDITIONS of no.1 attached to P.P. B/14/01403/FUL - to enable 1 holiday charter barge to be moored to Jetty.*

The Cttee discussed the Planning Statement (TP/1335/TDH). Briefly, the main points raised were:

Waste Management – there is no sewage or general waste facility at Pin Mill. Area used by adults & children for swimming & boating. *Foul water and sewage* has recently been seen in this area.*Residential Use* - the quality of this public amenity should not be put at risk by establishing the principle of residential use. Residential use is confined to an area downstream from the Hard.*Rural Tourism* – Pin Mill is in fact already sufficiently popular as not to need further developments to attract visitors. The area is in danger of over-exposure if considerable care is not taken. No shortage of holiday let accommodation in and around Pin Mill.There is no perceivable need for this proposed development. If permission were granted, there would be nothing to stop several barges/crafts mooring up alongside the *Onderneming* (not directly to the jetty), which will either be live-aboard or holiday lets

The Cttee had recommended very strongly that the application should be REFUSED.

b) Village Hall: No meeting.**c) Playing Field:** Vandalism (children's goal posts and a bench destroyed) reported to the police.

The table-tennis table legs had also been damaged but on a different occasion. The Chairman of the Management Cttee had posted a piece on the local Facebook page.

Tennis Courts maintenance – Preventative moss treatment must be carried out before the end of October. Approximate cost £400 plus VAT. A discussion followed.

Proposal: to order the moss treatment.**Proposed:** Cllr J Hawkins **Seconded:** Cllr A Fox **Vote:** all in favour**d) Footpaths, Trees & Hedgerows:** Next meeting 12/09/2016**e) Village Amenities:** *Asset maintenance* – Cllr Chicken will be carrying out an inspection shortly.

Cllr Stevens raised concerns about the size of the trees in the Jubilee Garden and the possibility of the roots dislodging the railway sleepers. It was thought that the trees were donated by the Primary School as part of their community involvement in the project. This to be clarified.

The possibility of moving the trees, if necessary, to the Community Orchard was discussed.

f) Housing Needs-WG on meeting with Ian Poole (IP)

Cllr Deacon and the Clerk attended the meeting for the purpose of 'kick starting' some action on progressing both the Affordable Housing and the VDF projects.

BDC had proposed at a May meeting, the possibility of being involved in a pilot scheme for NDOs. The advantages are questionable and further clarification is needed. IP will initiate a meeting with BDC and relevant parties that will draft an action plan for how to progress Affordable Housing. IP will send details on how to create a *Neighbourhood Area Designation*, which is a pre-requisite first step for establishing an NDO if it is decided to follow that route.**g) VDF-WG:** Update the final VDF draft was submitted in February to BDC for comment and the PC

has been awaiting advice since. IP has reviewed the document and his report was received just prior to this PC meeting. See Circulation Bag. *A new BDC/MSDC Local Plan is expected by mid-2017, so completion of the process before this time is very desirable. Arrange meeting.

Clerk confirmed that a meeting had now been arranged for 17th September with CAS and Hastoe Housing Association. Cllr Kirkup, Cllr Deacon and Clerk will attend.**h) Other:** Cllr Dot Cordle reported on the SALC Babergh Area Meeting. They are looking for a new Chairperson. Any interested Cllr should contact SALC.

6. **Clerk's Report:** *and to consider any actions necessary + updates from previous meetings*
- i) **Suffolk Police & Crime Commissioner:** *Public meetings Sept-Dec. *27/07/16 Minutes
See Circulation Bag.
 - ii) **Suffolk & Norfolk Devolution:** Emailed responses were received from 2 other councils, neither were in favour; forwarded to Cllrs with other relevant information. Following suggestions from Cllrs the Clerk has responded to the consultation.
See Circulation Bag.
 - iii) **Shared Access and Telefonica:** Clerk had contacted Shared Access to ascertain their position and to inform them of the proposed application from Sinclair Dalby Ltd. (*Telefonica*) to BDC Planning for a 'possible' new telecommunication mast on land off Lings Lane. The PC can only wait and see what happens.
 - iv) **Defibrillator:** Cllr Kirkup had received notification that the British Heart Foundation had granted the PC's request for a defibrillator. Clerk had received 2 Training kits. This will be queried. The defibrillator will be ordered by the BHF once the cheque for £400 is received.
See Payments. A discussion followed as to where to store the training kit. BT could be contacted re housing the defibrillator in the telephone kiosk on the corner of Church Road. Training also has to be arranged. Clerk will speak with Cllr Kirkup.
Clerk confirmed that there was a notice on the garage block at Pin Mill indicating where the defibrillator was housed (Sailing Club) but it was very small. Clerk to look into.
 - v) **SpeedWatch:** Clerk had contacted Woolverstone PC regarding cost of equipment and the PC's share. This still to be agreed, and to the number of high viz jackets available for both parishes. The police have confirmed to Andrew Sterling that the team of 6 applicants has been approved. Clerk will put forward for payment once everything is in order.
7. **CORRESPONDENCE:** *to take any action deemed necessary on correspondence received.*
- 7.1 **Suffolk Coast & Heaths:** *Volunteer Work Parties* – to run from October to March 2017
Looking for projects for 3-10 people.
 - 7.2 **Babergh Alliance of Parish & Town Councils - Group:** There are about 69 councils in Babergh, 14 so far have signed up to this group i.e. 20%. They have agreed to circulate their minutes, to demonstrate that the Alliance is sharing information to the benefit of its members. Next meeting – 20th September at Hadleigh. Cllrs are welcome to attend to assess whether joining would be beneficial to their Parish. *See Circulation Bag.*
 - 7.3 **Parking Ticketing Ltd:** Warden Patrol Ticketing Proposal www.parkingticketing.co.uk
 - 7.4 **J Goyer:** Village Car Park. Take to **Item 8.**
 - 7.5 **Circulation Bag**
The Local Councillor: *Magazine* **Suffolk Coast & Heaths:** *AOB August Newsletter*
Suffolk Police & Crime Commissioner: *Public meetings - Sept-Dec.*
LCPAS: *New Gov. Guidance - Fly-Tipping and new Powers to issue Fixed Penalty Notices*
SALC: **Legal Topic Note 18 – Local Councils' powers to provide parking spaces*
** Minutes of Babergh Area Meeting - 16/06/16 * Report to Area Meetings - September*
BDC/MSDC: *Town & Parish Council Newsletter – August [now on the website]*
Babergh East, Police & Parish Forum: *27/07/2016 minutes*
Babergh Alliance of Parish & Town Councils: *Minutes for June/August meetings*
Draft Village Development Framework: – *Review by Planning Consultancy*
PC: *copy of letters re - *Devolution Consultation. * Proposed BDC/PMBMCIC meeting*
8. **Village Car Park:** *Parking Notices - enforcing regulations*
Notices advising owners of vehicles of a pending parking restriction had been placed on vehicles and on a notice pinned to the notice board in the car park. Both vehicles that had been in the car park for many months had been removed.
The Chairman closed the meeting for the resident to speak and a general discussion followed.
Some of the points raised and discussed:
Should a survey have been conducted regarding the number of residents who used the car park as they had no private parking facility?
Was there a possibility of having a residents' permit?
Is the PC able to enforce restrictions?
Why wasn't the car park named the Village Hall Car Park if it was originally set up to cater for the Village Hall's use?
The residents thanked the PC and left the meeting.

The Chairman reopened the meeting.

There followed a further discussion. The PC was not in a position to supply parking specifically for residents. It was suggested that a survey may be appropriate as to whether another car park would be needed in the future, if land could be found. It was agreed to change the name to the Village Hall Car Park and to reduce the 'no return' condition from 12 hrs to 8 hrs.

Proposal: for further consideration to be given to provide some form of a residents' permit for The Village Hall Car Park.

Proposed: Cllr S Chicken **Seconded:** Cllr J Hawkins Vote: 4 in favour, 6 against.

The residents thanked the PC and left the meeting. Amend - place before the meeting was reopened.

9. Pin Mill Bay Management CIC: update on matters discussed at previous meetings

The Clerk had forwarded to BDC a set of dates for July and later, another set for a September meeting with no positive comeback. The Clerk had then been contacted by Michael Evans (Strategic Director), BDC/MSDC who was overseeing the problems. She had agreed to send him an outline of the PC's concerns. The Clerk had sent around a draft letter to all Cllrs. [This had been amended according to the suggestions given. Cllr Chicken had voiced his concerns about the letter and had spoken with Cllr Kirkup. The Chairman had approved.]

The PMBCo had a meeting on 06/09/2016 and had asked the Clerk whether the proposed meeting had been arranged.

Clerk had noted that the Dutch Barge *Twee Gebroeders* had now left the area. The owner of *Onderneming* has applied for a change to the condition to the planning permission set for the jetty (under the management of the Company). See Planning Minutes.

The Clerk had received a c.c. of mail that Mr J Webb (a director), had sent to the Company regarding 2 matters that had been minuted which he considered to be contentious. This was read out. These issues should be taken to the 'proposed' meeting.

There followed a further discussion and it was agreed the Clerk would put forward some new dates to BDC for this meeting.

10. Recycling Centre: to consider reports and to take any action deemed necessary

Money taken at gate (5 months): £1,152.00

Textiles and metal: £447.00

Total revenue: £1,599.00 paper and bottle credits - to come

Skip Costs: £2,183.00 maintenance costs - to come

11. PIN MILL: Dinghy Park/Grindles: to receive reports - to take any action deemed necessary

Clerk to check whether Grindle needs clearing again. Some dinghy owners have still not paid for a permit. Clerk suggested applying an additional sum for late payment for next season.

To be discussed in the new year.

12. Finance Advisory Group: to consider having another member

It had been suggested that the group may benefit from having another member who was not a councillor. Take to October meeting.

13. FINANCIAL ITEMS:

13.1 RFO's Monthly Report: *August Bank Reconciliation.

500192: Peninsula Recycling Centre – Skip Days (Cash)	£184.00		
Dinghy Permit (2) – (Cash)	32.00		
Dinghy Permit (1) – (Chq)	16.00	232.00	04 Aug
Lloyds Bank: Interest-August	2.31		09 Aug

Bank BALANCE on 31st AUGUST 2016

Un-presented chqs: 00.00

Treasurers Account 1,080.93

Business Instant Access Acc. 58,245.78

Total (in credit) In Bank £59,326.71

Plus Cash (Float for skip days) 14.00

<u>Earmarked</u>	(included within total credit)
4,188.00	Household Recycling Centre
9,155.00	Playing Field (<i>Precept</i>) play equip.
225.00	Tennis Courts
£13,568.00	

<i>*Update of Budget:</i>	<u>Budgeted</u>	<u>31/08/2016</u>
Receipts	£32,582.00	£16,670.00
Payments	£30,356.00 - £33,394.00	£13,659.00

**Contractors & payroll*

LCPAS has advised that legislation will be introduced by the government in the Finance Bill 2017. Individuals working through their own company in the public sector will no longer be responsible for deciding whether the 'intermediaries' legislation applies and then paying the relevant tax and NICs. This responsibility will instead move to the public sector employer, i.e. the local authority.

13.2 GRANT Request: Shotley Peninsula Cricket Club (SPCC)

The application was passed to Cllrs prior to this meeting. They have over 50 members from the peninsula. The SPCC are looking to build a junior section in the 2017 season and are hoping to move to a new ground in Tattingstone, which it is understood, has been agreed in principle with the Tattingstone PC. Their ECB Constitution and a list of items and works were attached to the application. A lengthy discussion followed.

Proposal: to grant the Shotley Peninsula Cricket Club £250 to go towards the list of items required, as attached to the application form.

Proposed: Cllr C Keeble **Seconded:** Cllr J Hawkins **Vote:** all in favour
Clerk to agenda for payment at October meeting.

13.3 To consider Payments to: and other invoices arriving after the posting of this agenda

Figures [] = VAT

1836 a) S A Meacock Garden Services: Pin Mill Grass Cutting etc.				72.50
1837 b) Mrs F Sewell: Salary (August)			688.76	
Stationery	5.42	[1.08]	6.50	675.26
1838 c) Babergh District Council: Brown bin (annual)				47.50
1839 d) S Sacker (Claydon Ltd): 2 Skips - £440.62 & £280.48	721.10	[144.22]		865.32
1840 e) Mrs R Kirkup: Travel expenses – 42 miles @ 45p a mile to Bildeston (Devolution Seminar)				18.90
1841 f) British Heart Foundation: Defibrillator				400.00
				£2,079.48

Proposal: to approve payment of invoices listed: **a) 1836 to f) 1841**

Proposed: Cllr A Fox **Seconded:** Cllr M Stevens **Vote:** All in favour

14. Reports of Other Business (not itemised): to be included on next agenda if necessary.
Cllr Chicken requested an update on Broadband for the October meeting.

15. THE NEXT PARISH COUNCIL MEETING – Tues 4th OCTOBER 2016 in the VILLAGE Hall

There being no further business the Chairman thanked everyone and closed the meeting at 9.15pm.

SignedCllr Rosie Kirkup.....

Date04/10/2016.....

Following an amendment to Item 8, these minutes were agreed to be a true record. They were signed by the Chairman of the meeting, Cllr Rosie Kirkup at the meeting held on 04/10/2016.