

**MINUTES OF THE CHELMONDISTON PARISH COUNCIL MEETING HELD ON
TUESDAY 12th JUNE 2012 IN THE METHODIST HALL AT 7:30 pm.**

Present: *Chairman:* Cllr David Cordle
Councillors: R Kirkup, C Keeble, D Latter, A Fox, J Deacon, Dot Cordle, Beryl Walker

In Attendance: *Parish Clerk*-Fran Sewell,

1. **WELCOME BY CHAIRMAN:** *Cllr D Cordle* welcomed everyone and opened the meeting at 7:35pm
The Clerk confirmed that Cllr Walker had signed the Declaration of Office and the Register of Interest forms
2. **APOLOGIES:** *apologies were received from* Cllr J Hawkins - holiday. Cllr M Stevens - work. Cllr R Morgan - holiday. Suffolk CC David Wood - work appointment
3. **DECLARATION OF INTERESTS:** *to receive disclosures of personal & prejudicial interests from Cllrs on matters to be considered at the meeting.*
None.
4. **MINUTES OF THE MEETING:** *to agree minutes of the meeting held on 1st May 2012*
the minutes were taken as read and were agreed to be a true report of the meeting by those who had been present. They were signed by the Chairman, David Cordle.
5. **MATTERS ARISING:** *to consider matters arising from meeting on 1st May 2012*
 - 5.1 **Item 6.2 - Pin Mill Society Remembrance Tree for D.L. Sanders** – Mr Prosser wants to delay the next stage regarding a possible memorial to Sandy Saunders until the new committee of the Pin Mill Society is in place after the AGM in early October
 - 5.2 **Item 13.3 - A Sterling (Traffic Calming)**- Clerk has suggested August for it to be on Agenda; awaiting confirmation from D Woods who is speaking with the relevant Highways person.
 - 5.3 **Item 19 - Lawn Mower ...** Cllr Latter thought that Cllrs Stevens and Hawkins had looked at mowers at the Suffolk Show.
6. **PUBLIC PARTICIPATION SESSION (Pertaining to the Agenda)**
No public present
7. **REPORTS:** *to receive reports (if available) from*
 - a) **Safer Neighbourhood Team ...PCSO Joanna Adams** introduced her colleague, PCSO Melissa Cohen. There had been a number of crimes during May over the peninsula.
In Chelmondiston 6 crimes had been reported. Two of these were thefts from motor vehicles from the public car park at Pin Mill. Cllr Walker offered to put up a poster in the car park.
The Chairman said that he had been advised to use the 112 number in an emergency instead of the 999 number. Joanne confirmed that the police always advised people to use the 999 number. All service providers would have a signal for the 112 number, which was available throughout Europe.
The Chair thanked them both for coming and they left the meeting.
 - b) **County Councillor:** No report
 - c) **District Councillor John Deacon** reported that all Jubilee celebrations went well and he gave thanks to all those who had helped make it such a success. He also conveyed Cllr Roberts's thanks to everyone involved.
8. **REPORTS FROM: Committees/Representatives of other Committees/Groups /Meetings**
to receive reports and requests and to take any action deemed necessary.
 - a) **Planning:** *Cllr Kirkup reported on 12th June meeting ...*
APPLICATIONS:
B/12/00618/FHA ...1 Wendy Close, Chelmondiston Ipswich IP9 1JB
Erection of single-storey front extension and pitched roof to existing garage.
The Cttee had recommended SUPPORTING the application
DECISIONS:
B/12/00428/FHA - 81 Woodlands, Chelmondiston IP9 1DU
Erection of a detached summer house
Babergh gave notice that permission had been GRANTED.

Decisions arrived after the posting of the planning agenda

B/12/00369/FUL - Red Lion Inn, Main Road, Chelmondiston IP9 1DX

Erection of 2-storey rear extension to provide additional staff area and storage and first floor studio flat for staff accommodation. Erection of a single storey side extension and conversion of existing flat into 2 no. flats.

Babergh gave notice that the application had been **WITHDRAWN** and will not now be determined by the Council.

CORRESPONDENCE:

Letters were received regarding the *PLANNING APPLICATIONS (APPEALS by TOWN and PARISH COUNCILS)BILL* and it was agreed to write to the respective MPs requesting them to vote for the Ballot Bill. If successful it would enable Town/Parish Councils to appeal against planning decisions made by the local planning authority

Babergh DC has issued an *Enforcement Notice at Stanley House, Main Road, Chelmondiston* Dated 11th June and taking affect from 11th July 2012. Followed by a period of 3 months to demolish the structure and remove the resultant materials from the land.

HMS GANGES: Clerk had received the new Ganges application on disc. It would be on the next agenda. Clerk had spoken with Shotley Clerk who will let Council know when Shotley will hold a public meeting. Clerk will request an extension of at least 2 weeks.

MATTERS RAISED BY COUNCILLORS & CLERK

Clerk said that a planning application had been submitted to Babergh regarding the Flood Alleviation Scheme at Pin Mill.

- b) **Village Hall:** No report
- c) **Footpaths, Trees & Hedgerows:** No report
- d) **Playing Field:** No report
- e) **Village Amenities:** **Jubilee Garden...*The Chair thanked everyone profusely who had worked so hard. It was a great achievement and lots of people had commented.
Proposal: to write a letter of thanks to Mr Gant for all his help.
Proposed: Cllr C Keeble **Seconded:** Cllr A Fox **Vote:** all in favour
Clerk felt that a new dog waste bin should be purchased to replace the one on the telegraph post by the garden as the lid was so rusty and the handle had broken off. A new rubbish bin was also required for the garden.
Clerk would check prices and agenda for July meeting.
- f) **Others:** Cllr Dot Cordle attended the Babergh/SALC area meeting.

9. CORRESPONDENCE: *to respond to correspondence received up to the meeting 12th June 2012 and to take any action deemed necessary.*

- 9.1 Audit Commission:** *Consultation on appointment of external auditor for 2012/13 & future years..* The proposal is to re-appoint BDO LLP to audit the annual returns of all small bodies in Suffolk for 5 years from 2012-13. Council did not wish to contend the appointment. Fees for this parish will vary between £200 - £300 for a basic audit. The maximum hourly rates for additional work varies between £85 - £325 per hour.
- 9.2 Suffolk Coastal District:** *Local Development Framework Core Strategy...* The Core Strategy was formally submitted on 8th May 2012 to the Sec of State for examination. Copies are available for inspection on the Suffolk Coastal website
- 9.3 Suffolk Coast & Heaths:** *Stour & Orwell Estuaries Forum 2012...* Friday 13th July, 9:30am at Shotley Shipwreck, Shotley Gate.
- 9.4 Suffolk Preservation Soc.:** *Invite to AGM...* 14th June at Haughley Park Barn
- 9.5 SALC:** *Code of Conduct...* Changes to the standards regime will probably take effect from July 1st 2012 and parish councils will be required to adopt a new Code of Conduct. SALC has been liaising with Suffolk Monitoring Officers to have a common Code for the county. There will also be a new Register of Interests, **which will require the registration of pecuniary and non-pecuniary interests of both the councillor and their spouse/partner they live with.** The new regime has introduced a criminal offense for non disclosure of a significant pecuniary interest, which may attract a fine of up to £10,000. SALC are expecting secondary legislation that will define 'significant' shortly.
See Circulation bag... for copy of Suffolk Model Code and copy of NALC's advice and their code in case the P.C. wishes to consider that option.

- 9.6 Suffolk CC: B1456 through Chelmondiston.** The resurfacing programme has been postponed until 1st - 4th October 2012 between 20:00 hrs and 05:00 hrs, as a result of concerns raised by local residents
- 9.7 Babergh-Mid Suffolk DCs: Suffolk Waste Partnership (SWP) Trial Kerbside Textile Recycling Scheme...** a waste analysis of residents' refuse bins, (residents were informed and had the opportunity of opting out of the scheme), gave evidence that almost 7,000 tonnes of potentially recyclable textiles is being sent to landfill annually. This costs the Suffolk tax payer approximately £660,000 in landfill charges. SWP have devised a scheme whereby residents will be provided with special bags that can be placed inside their recycling bins. Hopefully this will achieve the aim to recycle and compost 60% of the county's waste by 2015. Clerk will get further details
- 9.8 Renee Waite: Jubilee Garden & Pages Common...** a letter of thanks to all those who worked so hard on both areas.
- 9.9 Donations: Letters of thanks/receipts from...** East Anglian Air Ambulance; Suffolk Family Carers; EACH; Headway (Ipswich); Age UK Suffolk; Starfish Holiday Club; Vitalize; Optua; SARS; Home Start Babergh; The Befriending Scheme and Chelmondiston PCC.
- 9.10 Suffolk ACRE: AGM and Conference...** 18th July 2012 at Kesgrave Community Centre. Focusing on creating better communities with an emphasis on local food, housing and local services. Anyone wishing to attend needs to book.
- 9.11 Circulation Bag:**
SALC: LAIS 1337 Local Council Precept Data. LAIS Up2Date 120503 and 120524.
SALC: *The Local Councillor; *Babergh Area Meeting (March mins) *Code of Conduct
NALC: Code of Conduct **SALC:** Internal Audit Report
SAVO: Suffolk Vollies... **Shotley Peninsula Cycling Campaign:** May Newsletter
Suffolk CC: Make a Change Multi Agency Team..Suffolk Exploitation/Prostitution Strategy.
Suffolk Coast & Heaths: Stour & Orwell Estuaries Forum 2012 Agenda
- 10. PENINSULA COMMUNITY RECYCLING CENTRE:** Update & to take any action necessary. Recycling bins should be outside of the compound by 13th June.
Village Skip Day..... Saturday 30th June 2012 ...open 12noon to 4pm
£2.00 for a car load£5.00 for a large load e.g. small trailer
Volunteers are required to man the day. To take money and to check what is being discarded. Notices will be put up. Mark Deer suggested that he would be around to advise on the opening day. Richard Wrinch has agreed to contact DCllr Tony Roberts regarding volunteers and Cllr Cordle will contact Mr Nunn.
Accepted: Everything including rubble and garden waste.
Not accepted: Liquids, asbestos, plasterboard, paint, wastes, gas bottles, fridges
Clerk has tried to contact Sackers to confirm quote £225 per exchange plus VAT, as changes in pricing have come into force. Mark has suggested asking whether a "metal" skip along side, would rebate the cost of the 20yd skip.
Shotley PC will contribute 50% of the cost of skip hire for Village Skip Day. Proceeds from the recycling banks will be split with Shotley PC 50:50.
Mark Deer will organise advertising etc to go into local magazines etc.
- 11. SUFFOLK COAST & HEATHS MANAGEMENT PLAN REVIEW CONSULTATION:**
to consider a response.
Those who had looked at the plan did not think that a response was required.
- 12. PIN MILL: to receive reports/proposals and to take any action deemed necessary.**
12.1 Flood Alleviation Scheme - up date & to consider the choice of Contractors
Copies of the Biodiversity Survey & Assessment along with copies of the quotations from Les Cotton Contractors Ltd and Miles Drainage Ltd had been passed to Cllrs and copies had been given to the landowner James Edgell. Suffolk CC's Project Manager, Jeff Horner had recommended Les Cotton Contractors Ltd. (Letter to be attached to the Minutes). Clerk had contacted SCC to confirm that all excavation works were all inclusive of the price in Les Cotton's quote. This was confirmed by SCC Steven Hall (e-mail 12/06/12)

Proposal: to accept the quotation from Les Cotton Contractors on Jeff Horner's recommendation.

Proposed: Cllr R Kirkup **Seconded:** Cllr J Deacon **Vote:** all in favour

Clerk would confirm with all parties and a copy of the Biodiversity Survey would be sent to Les Cotton.

12.2 Dinghy Park- report and to consider removal of some of the racks.

More dinghy owners were asking to store their dinghies on the flat bed near the entrance to the Common and she questioned whether the removal of some of the racks could be considered. After a discussion it was agreed to leave them as they were. Notices had been placed on some dinghies for non payment.

Clerk informed Council that Matt Clarke would be leaving to live in Canada in August so they would need to find another *grass cutter*. She would be speaking with Matt very shortly to discuss matters.

13. FINANCIAL ITEMS:

13.1 Internal Audit: *to consider the report & to take any action necessary.*

A copy of the report was in the Circulation Bag. All was in order. However, a comment was made with regard to the amount of funds held. The Clerk had made a note of reserves and earmarked funds but this has been omitted from the audit papers in error. The Audit Notice was on display confirming that the records could be viewed by appointment from 18th June to 13th July 2012. The Audit Form should be with BDO by 20th July 2012. Clerk reminded Council that she had asked SALC to carry out the Internal Audit as an emergency, as she had been let down by Heelis & Lodge.

13.2 RFO's Monthly Report to receive report

500034	<i>Dinghy Permits (3)</i>	48.00	2 May
Lloyds Bank	<i>– Interest</i>	1.82	9 May
500035	<i>Dinghy Permits (5)</i>	80.00	23 May

BALANCE on 31st MAY 2012

Un-presented chqs: £115.00

Treasurers Account	£967.50
Business Instant Access Acc.	<u>£57,984.34</u>
Total (in credit)	£58,951.84

Transfer from Business Instant Access Acc to Treasurers Acc – £4,600 on 12th June 2012

1393 Babergh DC: Planning Application *from* Flood Alleviation funds **85.00** pd
Payment made on 18/05/2012:

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

1394 a)	Matt's Tree & Garden Service (Pin Mill Grass)	60.00
1395 b)	Chelmondiston Village Hall: Room hire	22.00
1396 c)	SALC: Internal Audit	210.00
1397 d)	Staples (Ipswich): Stationery	29.86
1398 e)	Collins: Skip hire for Jubilee Garden.	174.00
1399 f)	B & M Concrete Products Ltd: Jubilee Garden	2,253.29
1400 g)	M Gant: Jubilee Gardens (reimbursement)	
	Collier & Catchpole: £79.76 ...B & Q: £47.34... Garage Shotley £7.00...plus Digger hire	354.10
1401 h)	Duncombe Sawmills Ltd: footpath gate (2nd payment)	154.37
1402 i)	Little Barnes Nursery: Jubilee Garden plants	117.72
1403 j)	Mrs Sewell: Clerk's Expenses	
	BT: (19 Apr-14 May 2012)	19.68
	P Hollingsworth: Refreshments for Parish Meeting	13.49
	Petrol @45per ml to/from Claydon (28 mls x 2) (Deliver/collect accs)	25.20
	Ink Xpress: printer inks	30.00
		£88.37
	May (2) Salary	<u>£589.67</u> 678.04
1404 k)	Mrs R Kirkup: Jubilee Garden reimbursement for plants	
	Spring Reach Nursery (28/5/12)	£93.60
	The Place for Plants (21/5/12)	128.65
		<u>222.25</u>
1405 l)	Karzees: Jubilee Garden	79.20

Proposal: to approve payment of invoices listed: **a) 1394 to j) 1403**

Proposed: Cllr A Fox **Seconded:** Cllr D Latter **Vote:** all in favour

Proposal: to approve payment of invoice listed: **k) 1404**

Proposed: Cllr A Fox **Seconded:** Cllr C Keeble **Vote:** 7 in favour 1 abstention
(Cllr Kirkup)

Agree to pay Karzees (arrived too late to go on agenda)

Proposal: to approve payment of invoice listed: **l) 1405**

Proposed: Cllr A Fox **Seconded:** Cllr R Kirkup **Vote:** all in favour

The Clerk gave a brief résumé of the expenditure on the Jubilee Garden. Once all the invoices were in the Clerk would make copies to send to Babergh DC to claim the grant funding.

14. ANY OTHER BUSINESS RAISED BY COUNCILLORS AND CLERK

None.

15. THE NEXT PARISH COUNCIL MEETING – Tuesday 3rd JULY 2012 in the Village Hall

There being no further business, the Chairman thanked everyone and closed the meeting at 8:55pm.

Signed*David Cordle*..... Date3/7/12.....

These minutes were agreed to be a true record and were signed by the Chairman, Cllr David Cordle, at the meeting held on 3rd July 2012.