

**MINUTES OF THE CHELMONDISTON PARISH COUNCIL MEETING HELD ON
TUESDAY 8th JANUARY 2013 IN THE METHODIST HALL AT 7:30 pm.**

Present: *Chairman:* David Cordle

Councillors: Rosie Kirkup, A Fox, J Hawkins, J Deacon, C Keeble, M Stevens, B Walker and Dot Cordle

In Attendance: *Parish Clerk:* Fran Sewell,

Public: 1 resident of the parish and PCSO Joanne Adams and Pc Debbie Tyrrel

1. **Welcome by Chairman:** the Chairman welcomed all and opened the meeting at 7.35pm
Apologies for Absence were received from SCCllr David Wood, who was on holiday.
2. **Dispensations:** *to consider any requests.*
None.
3. **Declaration of Interests:** *to receive pecuniary and personal interests from Cllrs on items to be considered at this meeting.*
None.
4. **Minutes of the Meeting:** *to agree minutes of the meeting held on 4th December 2012*
The minutes were taken as read and were agreed to be a true record of the meeting by those who had been present. They were signed off by the Chairman. The Chairman signed the notes taken of the Advisory Finance Group meeting held in November. These would accompany the minutes.
5. **Matters Arising:** *to report on matters arising from meeting on 4th December 2012*
 - 5.1 **Item 9 g) PMBMCIC:** *inclusion of Clerk on mailing list for Agenda/minutes.*
Secretary has replied that the matter will be put on their January agenda for discussion.
 - 5.2 **Item 10.4 Norfolk & Suffolk Probation Trust:** *recovery costs.*
The charge will only trigger if a minimum of 4.5 hrs is worked during the day and they send a group of 5 or more offenders.
If a group of only 4 offenders arrive and work a full day, there is no charge.
If a group of 9 offenders work for 4 hours, e.g. rained off early etc., there is also no charge.
The idea is only to cover costs of supervisor wages, transport diesel and tools. Petrol and strimmer cord will be supplied within the charge.
The Probation Trust is aware that they need to demonstrate value for money, so they would not invoice for short days or lack of labour.
6. **Public Participation Session:** *for the public to talk to Cllrs about items on the agenda*
Mr Miller confirmed that he wished to talk about the state of the footpath between the Main Road and St Andrew's Drive.
7. **REPORTS:** *to receive reports (if available) from*
 - a) **Safer Neighbourhood Team:** *PCSO Adams* reported that the sign put up in Pin Mill car park, advising people to take their belongings with them, had been removed.
Crimes for Dec 2012: Criminal Damage ... Main Rd ... Bird scarer damaged.
Theft of Motor Vehicle ... Main Rd ... Car stolen
Make off without payment ... St Andrew's Drive ... Fail to pay for taxi.
Possession Class B Drugs ... Chesapeake Close ... Detected
Theft from motor vehicle ... Pin Mill Car Park ... Bag and contents stolen
Theft from motor vehicle ... Pin Mill Car Park ... Bag and contents stolen
Hunt a wild animal with dog ... Warren Lane
PCSO Adams and Pc Tyrrel took their leave.
 - b) **County Councillor:** No report
 - c) **District Councillor:** *Cllr John Deacon* reported that the Service Delivery Teams were being put in place. The Planning process was being reviewed, with major changes expected towards the end of the year. The Budget was still being considered and he would report further at the next parish council meeting.
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 the 8th January meeting.

HMS Ganges: *Suffolk CC Highways* had responded to the Council's letter regarding proposed traffic calming measures on the B1456 through the parish, as per the Highways report. They are currently awaiting details on the s106 contributions proposed by the developer. They will then agree to propose a sum that can be used on the traffic calming measures agreed with the parish councils. The position and use of the Radarlux signs, which at present have only been proposed in principle, will also be discussed with the parish councils. As yet the planning application has not been approved.

Babergh DC, Gareth Durrant had responded, saying that although they accept comments received outside of the consultation period, they cannot guarantee they will be considered. However, the application is unlikely to be determined before March/April 2013 at the earliest but the Planning Cttee is free to append the representations that the Parish Council has already made about the proposals.

Dwiny Cottage, Pin Mill: The applicant had contacted Babergh DCllr Deacon, to ascertain the Planning Committee's recommendations: the application was refused. As the applicant wishes to submit new plans, they have suggested meeting with the Planning Cttee to discuss further.

Crow's Nest application: a letter outlining a resident's objections and concerns. The letter was discussed with the application (*See below*).

PLANNING APPLICATIONS:

B/12/00797/FHA - 4 Anchor Mill Lane, Chelmondiston, Ipswich IP9 1DR

Convert existing garage into additional living accommodation (plus flue & roof-lights).

Erection of front porch, summerhouse & garden shed, as amended by drawing no. p1269-04

Rev C.(received on 19/12 /12) The Cttee had recommended SUPPORTING the amendments.

B/12/01412/FUL - The Crow's Nest, Pin Mill Road, Chelmondiston IP9 1JN

Erection of 3 No. dwellings & garages (following demolition of existing bungalow).

Alteration of vehicular access & construction of private drive.

The Cttee considered the application, taking into account all the available documentation and information received from residents. The Cttee had strongly recommended REFUSING the application, pointing out the following observations: sustainability is questionable; overdevelopment; size of properties; dangerous access; subsidence, drainage and impingement on the Conservation Area and the AONB.

PLANNING DECISIONS: None

The next Planning Meeting would be on 29th January in the pavilion.

b) Village Hall: no meeting

c) Footpaths, Trees & Hedgerows: no report.

d) Playing Field: Drug equipment had been found on the field and reported. It was hoped that Sutcliff Play would start to put in the new equipment towards the end of January. A decision had still not been made about a new mower. The Chair reminded council that funds had been set aside for this and it would be preferable to spend this before the next financial year.

e) Village Amenities: Open Spaces ... St. Andrew's Drive: vehicles were crossing over the pavements to park in the gardens. SCC had contacted the Clerk, after receiving a complaint (following on from the loose curb stones). Apparently they have dealt with the matter..
The Chairman asked Mr Miller if he wished to speak. Mr Miller suggested that the tree stump should be removed and the footway between St Andrew's Drive and the Main Road should be looked at. A new fence running down the garden adjacent to the path had been put up some time ago and there was quite a gap between the fence and the path. The hedge on the other side also needed trimming. The path was very uneven and flooded in bad weather. Clerk would take photos and contact Babergh and Suffolk CC.

f) Clerk's report: Recycling Xmas trees: trees have been collected from Collimer Close car park on 8th January. Other green waste had been left there but not taken away.

Waste bin at bus shelter: has come away from its base (possibly kicked over). It still needs to be looked at. Cllr Hawkins said he would look at it to see whether it was repairable.

Notice Board: David Latter has kindly repaired it.

Footpath Map in car park: have contacted Mr Cullen again but he seems to be very busy.

Grit Bin: needs to be installed by the telephone kiosk. Cllr Stevens would look at this.

Pin Mill Road: Parking area adjacent to the allotments. Hedge has been cut by Lee Foster and Keith Cooper. They have asked if the P.C. can arrange for new 'parking' posts to be installed, as many are rotten and others have been knocked down.

Clerk would contact Suffolk CC.

Snow clearance/gritting: Mr and Mrs Williams (Main Rd) have volunteered. The owners of the School House have been contacted by Suffolk CC about cutting their hedge. It has since been trimmed.

g) Other: No other reports.

9. CORRESPONDENCE: *to respond to correspondence received up to the meeting 8th Jan 2013 and to take any action deemed necessary.*

9.1 Babergh Core Strategy Examination: (Programme Officer) - *Core Strategy (2011-2031) Submission Draft and Proposed Main Modifications.* letter informing of the appointment of an inspector: Philip J G Ware BSc (Hons) DipTP MRTPI will conduct an independent examination.

9.2 Babergh Core Strategy Examination: (Programme Officer) *Core Strategy Examination.* The Government has laid an Order in Parliament to revoke the East of England Regional Strategy, which will come into force on 3rd January 2013. Representations on matters that the council believes will be affected by the revocation, relating to the Core Strategy, must be in by Monday 21st January 2013.

9.3 Suffolk CC: Locality Budget - the Locality Director has agreed with SCCllr David Wood to use his Locality Budget to contribute £1,000 towards the cost of toddlers play equipment. Clerk has confirmed details required by Suffolk CC.

9.4 Suffolk Libraries IPS Ltd: Mobile Library Service - Changes from 14th January 2013: reduction of visits from every 2 weeks to 4 weeks. No stop at Pin Mill.

9.5 SALC: Sustainable Communities Act - The right to submit proposals under the Act. A request from SALC that parish councils write to the Sec. of State and to their MPs.

9.6 Circulation Bag: SALC: The Local Councillor

10. RECYCLING CENTRE: *to consider reports and to take any action deemed necessary.*

10.1 Lease: *to consider the report from Prettys solicitor and to take any action necessary.*

The report had highlighted several points that Council were wary of, mainly to do with fly tipping. Suffolk ACRE (Insurance) had mentioned their concerns over the same points. Clerk would send copies to Mark Deer and the Legal Team at Suffolk CC.

Cllr Walker had been asked by a parishioner whether the people who manned the site were paid. She felt that perhaps a notice should be displayed at the site making it quite clear that it was run by volunteers and that all money went to fund the skips. Although this had been pointed out in the local magazines not everybody received these and she had been asked similar questions before.

Clerk reported: Invoice received for £600 inclusive of VAT from Prettys. She would contact Suffolk re payment. As of the end of December a total of £1,470.50 had been taken on the gate. Scrap metal had yielded £252.40 and the textile and media banks £367.50. Skips had cost £1,793.20 net but invoices for 2 skips were still to come. Clerk would put another 'piece' in the peninsular magazine.

11. JUBILEE GARDEN: *update re maintenance / purchase of plaque..*

Clerk explained that written quotes were a necessity, as part of the Babergh grant agreement. She had found that the company who had quoted £100 had received several bad reviews that had been posted on the internet, so she had gathered quotes from two other companies.

Both companies quoted a price of between £175-£179 plus delivery. One of the companies could not produce the plaque at an A4 size and needed the lettering to be much larger.

It was suggested that the plaque could be in wood and Cllr Hawkins offered to make enquiries. Clerk reminded Council that it was very likely that the cost would have to be paid on order.

Mr Miller had agreed to look after the garden for £250 per annum. It was agreed that green waste from the garden could be dropped off at the Waste Centre.

12. PIN MILL: *to receive reports/proposals and to take any action deemed necessary.*

12.1 Flood Alleviation Scheme - *transfer of assets/maintenance to the Residents Association.*

Clerk was still waiting for the project to be signed off by Suffolk CC. The grill on the 'pond' outflow pipe had been cleared of weeds again and water was running through into

the Grindle on the Common, unrestricted. A formal letter would need to be written regarding the handover of the assets.

Proposal: to organise a 'handover' of the assets: a letter/agreement detailing all liabilities, including public liability, and responsibilities of the ownership, maintenance and management of all the 'upstream assets' and for the responsibility of the management of the 'downstream assets' on Pin Mill Common, to the Grindle Pin Mill Residents Association, which can be looked at by a solicitor.

Proposed: Cllr A Fox **Seconded:** Cllr B Walker **Vote:** all in favour

12.2 Dinghy Park/Common/Grindle- Report

Council agreed to hold the cost of a dinghy permit at £16 for another season.

13. FINANCIAL ITEMS: RFO's Monthly Report:

Lloyds Bank.. Interest	2.57	10 Dec
500079.. Chelmo Waste Centre: CASH (3wks)	149.00	18 Dec
Whip Street Motors: Skip..metal	92.90	
BCT... Suffolk CC: Flood Alleviation Project	12,303.00	24 Dec
500080.. JMP Wilcox: Textile/Media Banks	367.50	31 Dec
	£12,914.97	

BALANCE on 31th December 2012

Un-presented chqs: £320.00

Reserved (included within total credit):

Treasurers Account	£14,134.29	6,920.39	held for Playing Field
Business Instant Access Acc.	<u>£57,500.79</u>	3,500.00	held for ride on mower
Total (in credit)	£71,635.08	<u>1,894.76</u>	held for Village Hall
		£12,315.15	

Transferred £14,000.00 3rd January 2013 FROM Business Instant Access TO Treasurers Account

*1451 Les Cotton Contractors Ltd: Flood Alleviation project 22,218.00 4,443.65 £26,661.60

Invoice paid 01/01/2013, as grant money provided by Suffolk CC.

8th January 2013

Transferred £650.00 on 8th January 2013 FROM Business Instant Access TO Treasurers Account

Un-presented chqs: £30.00

Treasurers Account	£1,832.69	
Business Instant Access Acc.	<u>£42,850.79</u>	£44,683.48 ...Total

Monies to be paid in: Skip Days (cash) £119.50 Locality budget £1,000 for Play Equipment

13.1 St Andrew's Church: to consider a donation request for churchyard maintenance.

A letter had been received from St Andrew's Church (John Edwards) to request a grant for the maintenance of the churchyard.

Proposal: to grant £150 for the maintenance of the churchyard for the 2013-14 financial year.

Proposed: Cllr C Keeble **Seconded:** Cllr J Hawkins **Vote:** 6 in favour 2 against (Cllrs Stevens & Fox)

13.2 Precept and Tax-base: to consider the implications with regard to the budget.

As a result of the new Local Council Tax Support Scheme, calculations to decide the tax-base will change for the financial years 2013-14 onwards. There will be an increase to reflect the empty and second homes discounts and a reduction to reflect the reduced income, as a result of the total 'cost' of this new scheme, (which has not previously had to be allowed for in the tax-base). For Chelmondiston, this equates to a net reduction of 33.9 Band D equivalent properties in 2013-14.

The new **tax-base** for the parish for 2013-14 will be **386.02** Band D equivalent number of properties - a reduction of around 2%. Babergh DC will give Chelmondiston a **grant of £2,111** to offset the 2% reduction.

Parish Precept 2012/13 = £26,000

'Standstill' precept 2013/14 less grant of £2,111 = £23,889

Divide by new tax-base of 386.02 = **£61.89** Band D Council Tax for **2013/14**

This is slightly less than the £62.28 in 2012/13, due to the "growth" referred to earlier.

13.3 Precept: *to discuss the proposals of the Advisory Finance Group & to resolve the precept for the financial year 2013 - 2014*

The Chairman considered that in light of the government tax-base changes and the growing possibility of having referendums, if the precept was increased by 2% , then the budget for 2013-2014, as suggested by the Advisory Group, should be reviewed and discussed at either the February or March meeting.

If the precept was reduced, as had been considered, then it was probable that a referendum, which the parish council would have to fund, would be called for in 2014-15.

Proposal: to order a precept of **£26,000 for the 2013-2014 financial year**, due to the uncertainty of referendums that may be called for in the future, as discussed.

Proposed: Cllr David Cordle **Seconded:** Cllr R Kirkup **Vote:** all in favour
Cllr David Cordle, Cllr R Kirkup and Cllr J Hawkins signed the precept papers, witnessed by the Clerk.

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

1452	a) HM Customs & Revenue: <i>Chq made out to</i> Post Office Ltd <i>Quarterly payment.</i> (Oct, Nov, Dec 2012) of employee's tax/employer's Nat Ins	156.08
1453	b) Mrs F Sewell: <i>Clerk's Expenses:</i> Stationery 90p. Salary Dec. (9) Salary	<u>629.47</u> 630.37
1454	c) Mr P J Mann: VKM Gardening.. <i>July-Dec: Maintenance/grass cuts for</i> <i>bus shelters, car park, V. Hall garden, plants, replace dog bin</i>	323.74
1455	d) Glasdon Manufacturing Ltd: <i>Grit Bin (Nestor 400)</i>	214.93
1456	e) Mr David Latter: <i>Repair of notice board</i>	18.00
	f) Sacker (Claydon) Ltd: <i>Skip hire no invoice received</i>	
	g) Slate plaque: <i>Jubilee Garden to be reviewed</i>	

Proposal: To pay invoices a) 1452 to e) 1456, as listed

Proposed: Cllr A Fox **Seconded:** Cllr C Keeble **Vote:** all in favour

14. PLAYING FIELD: Safety matting - to consider a contribution towards the cost.

Proposal: to contribute the cost of the safety matting for the new play equipment on the Playing Field, as it is a local amenity.

Proposed: Cllr R Kirkup **Seconded:** Cllr Dot Cordle **Vote:** 6 in favour 3 abstentions (Cllrs Stevens, Fox and Hawkins)

15. CHELPIN TENNIS CLUB: renovation of tennis courts...update

Clerk had received an e-mail from Mr Madden (Treasurer) thanking the Council for their efforts on the Club's behalf regarding their plans to resurface the court, but they had decided to make a direct application to Babergh DC for the grant, as the Council had reservations about contributing to the cost.

The Council had asked whether the public were permitted to use the courts if the Council made a contribution. This had not been confirmed. Clerk would write to ask the Club to confirm their position about residents having access to the courts.

16. NALC: Localisation of Council Tax Support - to consider lobbying against the new system.

Clerk to write.

17. QUIET LANES SUFFOLK PROJECT: to consider joining the scheme

Cllr Kirkup would look into it.

18. ANY OTHER BUSINESS: on non itemised matters to be included on next agenda if necessary.

Pin Mill Bay MCIC: Cllr David Cordle would attend a meeting on 15th January 2013

19. THE NEXT PARISH COUNCIL MEETING – Tuesday 5th FEB 2013 in the VILLAGE Hall

There being no further business the Chairman thanked everyone and closed the meeting at 9.10pm

Signed Cllr David Cordle.....

Date05/02/2013.....

These minutes were agreed to be a true record and were signed by the Chairman, Cllr David Cordle, at the meeting held on 5th February 2013.