

**MINUTES OF THE CHELMONDISTON PARISH COUNCIL MEETING HELD ON
TUESDAY 5th MARCH 2013 IN THE VILLAGE HALL AT 7.15 pm.**

Present: *Chairman:* David Cordle

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

In Attendance: *Parish Clerk:* Fran Sewell,

Public: SCCllr David Wood, Neil Lister and ChelPin Tennis Club members; Francis Madden, Graham Pink and Carolyn Dragan.

1. **Welcome by Chairman:** *Cllr David Cordle* welcomed everyone and opened the meeting at 7.15pm.
2. **Public Participation Session:** *Neil Lister, (Suffolk Coast & Heaths)* to talk about the proposed new information Balance Board for Pin Mill.
Neil and David Wood (Chair of SC&H) explained the purpose of the proposed 50-55 boards, which would be placed around the SC&H areas, depending on permissions and funding. (50% matched funding from the EU.) Babergh DC have agreed to part fund the Pin Mill board (Pin Mill car park). The National Trust had agreed to have a board for the Cliff Plantation area (possibly to be positioned near the public toilets at Pin Mill.)
Council had, prior to this meeting, commented on the content of the boards and their relevance. Cllrs were very concerned about the implications of advertising the exploration of a 'small valley' that ran behind the car park: private land; an area with a flood defence system that will at times become a very large pond. SCCllr D Wood said that this had been noted.
Neil confirmed that a revised panel would be sent out for consultation, taking into account the points that the Council had brought up.
It was made clear the SC&H would be going ahead with the boards; they had the final say.
The Chairman thanked Neil for coming. Neil then left the meeting.
The members of the tennis club were here at the Council's invitation to contribute to **Item 14**.
3. **Apologies for Absence:** *to receive and consider apologies*
PCSO Joanne Adams sent her apology. (Written report)
4. **Dispensations:** *to consider any requests.*
None.
5. **Declaration of Interests:** *to receive pecuniary and personal interests from Cllrs on items to be considered at this meeting.*
None.
6. **Minutes of the Meeting:** *to agree minutes of the meeting held on 5th February 2013*
The minutes were taken as read and were agreed to be a true record by those who had been present and were duly signed by the Chairman.
7. **Matters Arising:** *to report on matters arising from meeting on 5th February 2013*
 - 7.1 **Item 6.1) Village Amenities:** **St Andrew's Drive; car parking in gardens and verges.*
Clerk understood that Babergh DC had informed residents that they must cease parking in their gardens until a solution had been found. Police had been informed, as it is an offence to drive over a pavement and they are keeping an eye on the situation.
**Notice board* in Car park ... Clerk has spoken with Mr Cullen and is forwarding the information.
 - 7.2 **Item 9c) Footpaths Trees & Hedgerows:** *Hedging Plants* - Clerk has contacted the company and they require a cheque with the order. As it has been approved the cheque is up for signing at this meeting.
Road chippings - for Church Lane bridleway..Cllr Hawkins said he was still waiting to hear from his supplier.
 - 7.3 **Item 10.2:** *Barn Owl boxes* - Cllr Hawkins said that it was in hand.
 - 7.4 **Item 12:** *Slate plaque* - On order - the cheque is up for signing at this meeting.

The Chairman brought forward Item 14 and invited Graham Pink to open the discussion.

14. CHELPIN TENNIS CLUB: *to discuss renovation of tennis courts and tenure agreement*

The courts were in need of refurbishment. 3 quotes had been acquired the cheapest from Anglia Surface Care for £4,045 plus VAT. A high pressure clean with a rotary cleaner and water broom to remove moss, algae and dirt from the surface. They would then be coated with a slip resistant resin and repainted. It was understood that this treatment would protect the courts for another 6-7 years. The Club had applied for a grant from Babergh DC who required a tenure agreement with the Parish Council and assurances that the Club would be available to the public for certain periods.

Cllr Kirkup had spoken with the sports/grant officers at Babergh and had been told that it was extremely unlikely that they would provide funds now or in the future if the courts are not made available for certain periods of time to other residents of the parish; to those who do not belong to the club. This is because they were providing public money and they have already granted quite a lot of money in previous years. Clerk had informed the Club.

A discussion paper from Cllr Kirkup had been circulated to all Cllrs and to the Tennis Club.

The Tennis Club had also circulated a discussion paper in response and were making it clear that they wished to continue with discussions with the objective of formalising an agreement with the Parish Council.

The club members present at this meeting assured the Council that the courts would be available for other members of the parish who did not subscribe to the club, with the club members having sole use on allocated days. (Monday evenings, Thursday evenings, and Saturday mornings, as the allocated tennis club times.)

It was suggested that the Council take over the insurance of the courts including public liability.

The Club would need to provide their own public liability insurance for their own events.

Francis Madden confirmed that the Community Council had offered to contribute £500 towards the cost. SCCllr David Wood then offered to grant £500 from his Locality Budget. The Clerk to write a formal letter to David Wood. Babergh DC may contribute one third of the cost but this would be confirmed if and when the council submitted a grant application.

Proposal: the Parish Council to take over the grant application to Babergh DC and draw up a proper tenure agreement.

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

The Clerk to contact Babergh DC to resubmit the application. The refurbishment of the courts to be postponed until the application had been approved, as per the general rule.

The Chairman thanked the club members and they took their leave.

8. REPORTS: *to receive reports (if available) from..*

a) Safer Neighbourhood Team: 1 crime in February. *Burglary:* A shed in a property in Bylam Lane was broken into between 1st and 19th February and cable, bolt cutters and chain saw were taken. PCSO Adams had been corresponding with Babergh DC and Suffolk CC re St Andrew's Drive. 'Proper provision' re parking has to be provided by the authority.

b) County Councillor: *David Wood... Full Council -14th February budget meeting:* aiming to cut £24.9m, (£7m from Adult and Community Services, and £2.5m from remodelling Children's services). Reserves currently stand at £152m, which is just under one third of its total budget. *Cabinet meeting 26th February -* *agreed to abolish middle schools in Stowmarket and Stowupland areas. * Review of outcomes of school attainment in Suffolk. **East Anglia ONE Offshore wind farm* - a response to the consultation of this application, which will see a significant section of the power cables from the offshore wind farm buried underground. This includes the section from Felixstowe to Bramford. **Ipswich Northern Fringe Supplementary Planning Document* –a response to Ipswich Borough Council's report on the potential housing development to the north of Ipswich. **Procurement of Highways Services* – the Cabinet agreed to allow officers to negotiate extensions to the current highways contract, (until the 30th September), and proceed with awarding a new highways contract to the joint venture between May Gurney & WSP UK Ltd, which will commence on the 1st October. **Suffolk Customer Services Model Post 2014* – agree to bring the Council's customer service function back into the Council (from CSD) as of May 2014. This includes public access and Customer First functions. **Suffolk Growth Strategy* – the Cabinet was asked to endorse the Suffolk Growth

Strategy, a joint economic growth strategy developed by the county, district and borough councils in Suffolk. **School meals* - Catering provider EATS has provided assurance that no meat supplied contains horsemeat. **Scrutiny Cttee*: 11th March meeting to focus on The Raising the Bar initiative: improving school results and the progress of the divestment of youth services.

- c) **District Councillor: John Deacon...** **Council Tax 2013-14-* to be frozen largely due to savings from the (BDC/MSDC) merger of administrative functions. **Core Strategy* - Public Hearings of the examination of the draft Core Strategy are taking place 5th -15th March. **Health & Wellbeing Strategy* - adopted by BDC encouraging people to take better responsibility for their health and wellbeing, and providing support at a local level to enable as many as possible of the elderly and sick to be looked after within the community rather than in a hospital or other institution. **Charities merge to form 'Community Action Suffolk'* - A range of Suffolk charities, including Suffolk Acre, SAVO and several 'Volunteer Centre' units are merging to form a new organisation that comes into being on 1st April 2013.

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

- a) **Planning:** No meeting. The Crow's Nest application at Pin Mill had been refused.
- b) **Village Hall:** No meeting.
- c) **Footpaths, Trees & Hedgerows:** Next meeting 18th March.
- d) **Playing Field:** The New play equipment was being very well used. Cllrs Hawkins and Stevens had commenced shrub clearing and burning.
- e) **Village Amenities:** ** Waste Bin by the Bus Stop* - It was agreed to ask Lee Foster to look at the bin by the bus stop and if necessary a new bin to be purchased. Clerk considered it to be a Health and Safety matter, as metal bolts were sticking up out of the ground and needed rectifying as soon as possible.
**Balance Board at Pin Mill* - No further comment.
- f) **Clerk's report:** **Document Management* - Clerk had attended a seminar with SALC. (Copy in Circulation bag)
** Annual Litter Pick:* Cllrs suggested 20th April 2013, 10am meeting at Pin Mill Common and the Village car park. Clerk would inform Babergh.
** Parish Council Vacancies:* Cllrs were urged to seek out applicants.
- g) **Pin Mill Bay MCIC** **to raise any queries for the next PMBMCIC meeting*
Cllr Fox stressed again that a member of the Company should speak with the Crime Prevention officer at Babergh DC with regard to Pin Mill car park, where at least 12 incidents/thefts had taken place in the previous 12 months.
Cllr Hawkins again queried the proposed siting of a holiday barge and whether planning permission was necessary.

10. CORRESPONDENCE: *to respond to correspondence received up to the meeting 5th March 2013 and to take any action deemed necessary.*

- 10.1 Anglia Inspection Services Ltd:** *New Play Equipment* - Safety report: a full Risk Assessment was carried out; all revealed a low risk factor. Thanking the PC for using his company and will contact when next inspection is due. Copy of report given to Babergh DC and the Playing Field Cttee. The PFC hold the Sutcliffe Play file.
- 10.2 Community Composting Seminar:** 17th March at Thurlton.
- 10.3 Suffolk Constabulary:** *Hare Coursers* - Raising awareness: there has been an increase in incidents across the county. Incidents should be reported immediately. Notice on boards and website.
- 10.4 Suffolk CC:** *Warm Homes Health People Fund SCC* - in partnership with other organisations has obtained a Government grant to assist people through the winter.
- 10.5 Suffolk ACRE:** *Cheaper Energy Together.org* - a project designed to help households get a better energy deal through the power of acting collectively. Posters on board and website.

- 10.6 Quiet Lanes Suffolk: Shotley Peninsula** - e-mail from N Windship... The Stour & Orwell Soc. have offered to consider running a working group to coordinate interested parties on the Shotley Peninsula with a view to nominating potential quiet lanes to SCC Highways. (Circulation bag)
- 10.7 Circulation Bag: Anglia Inspection Services Ltd: Brochure**
Suffolk Coast & Heaths: January update **Clerks & Councils Direct: Magazine**
SALC: Babergh Area Meeting - November 2012 minutes
- 11. RECYCLING CENTRE:** *to consider reports and to take any action deemed necessary.*
 Clerk gave a brief report and was still waiting to hear from Babergh /Mid Suffolk, as to whether they can help with green waste in the summer months. Still having difficulty with JPM Wilcox not giving data re tonnage and revenue for the Textile/Media banks.
- 11.1 Lease:** *Update on lease.* Waiting to hear from Suffolk CC.
- 11.2 Purchase of letterbox/brushes/shovels.**
Proposal: to allow up to £250 to purchase any necessary equipment.
Proposed: Cllr A Fox **Seconded:** Cllr R Kirkup **Vote:** all in favour
- 12. JUBILEE GARDEN: Purchase of Waste Bin**
 Clerk said there was still some grant money available that the Council had not claimed.
Proposal: to purchase a new bin to the cost of approximately £275.
Proposed: Cllr C Keeble **Seconded:** Cllr M Stevens **Vote:** all on favour
- 13. PIN MILL: to receive reports/proposals and to take any action deemed necessary.**
- 13.1 Flood Alleviation Scheme: Update on Handover agreement**
 The Chairman confirmed that this was in hand.
- 13.2 Dinghy Park/Common/Grindle- Report**
 Clerk had ordered the new 2013 permit stickers; approximate cost £120
 She would be sending out renewal notices this month.
- 15. FINANCIAL ITEMS: RFO's Monthly Report:**
- | | | |
|---|---------------|--------|
| Lloyds Bank.. Interest | 2.11 | 11 Feb |
| 500083.. Chelmo Waste Centre: CASH (3wks) | 69.00 | 14 Feb |
| | £71.11 | |

BALANCE on 28th February 2013

Un-presented chqs:		Reserved (included within total credit):	
Treasurers Account	£1,123.07	7,545.39	held for Playing Field + Locality grant
Business Instant Access Acc.	<u>£46,855.13</u>	3,500.00	held for ride on mower
Total (in credit)	£47,978.20	<u>1,894.76</u>	held for Village Hall
		£12,940.15	

Transferred £10,300 6th March 2013 FROM Business Instant Access, TO Treasurers Account

BAC going in on ?th March from Babergh DC. £7,867.54 [s106 grant for play equipment]

Waste Centre: Cash to bank (3 wks) £84

BDC/ Mid Suffolk: Bottle bank /paper bank revenue to come Village: £353.61 Waste Centre £108.71

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

1463 a) S A Meacock: Pin Mill Common Account (Jan, Feb, March)	180.00
1464 b) Chelmondiston Village Hall: Room hire (Feb-March)	34.00
1465 c) Sutcliffe Play: 2 invoices..* £3,240 (matting) *£11,998.80 (equipment)	15,238.80
1466 d) Babergh DC: Litter/Dog bins Emptying Service..	743.47
1467 e) Anglia Inspection Services Ltd: Play equip. inspection.	192.00
1468 f) SALC: Training Course.. £25.00	30.00
1469 g) House Signs Ltd: Jubilee Garden Slate plaque	183.95
1470 h) Wicksteed Leisure Ltd: Swing seat (replacement)	199.21
1471 i) Mrs F Sewell: Expenses.	
Postage/Ink Xpress: £40.40 Subsistence (6mths) £150.00	190.40
Salary Feb (11)	629.47
	819.87
1472 j) Sacker (Claydon) Ltd: Skip hire	536.06
1473 k) Hedgehogs Nursery: Hedging plants Pages C./Playing Field	85.99

Proposal: to approve payment of invoices listed: **a) 1463 to k) 1473**

Proposed: Cllr J Deacon **Seconded:** Cllr Dot Cordle **Vote:** all in favour

16. ANY OTHER BUSINESS: *on non itemised matters to be included on next agenda if necessary.*
Cllr Hawkins had concerns that there was no disabled access for the shops re Orwell Stores.
Council felt that this was for the owners of the shops to sort out.

17. THE NEXT PARISH COUNCIL MEETING – Tuesday 2nd April 2013 in the VILLAGE Hall

There being no further business the Chair thanked everyone and closed the meeting at 9pm.

Signed*David Cordle*.....

Date02/04/13.....

These minutes were agreed to be a true record and were signed off by the Chairman, Cllr David Cordle, at the meeting held on 2nd April 2013