

**MINUTES OF THE CHELMONDISTON PARISH COUNCIL MEETING HELD ON  
TUESDAY 1<sup>st</sup> OCTOBER 2013 IN THE VILLAGE HALL AT 7.30 pm.**

**Present:** *Chairman:* Cllr David Cordle

*Councillors:* R Kirkup, A Fox, C Keeble, M Stevens, J Hawkins, Dot Cordle and B Walker.

**In Attendance:** *Parish Clerk-* Fran Sewell

SCCllr David Wood

1. **Welcome by Chairman:** *Cllr David Cordle* welcomed everyone and opened the meeting at 7.30pm.
2. **Apologies for Absence:** *apologies were received from...* Cllr J Deacon - away; *accepted.*
3. **Dispensations and Declaration of Interests:** *to receive dispensation requests and 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 3<sup>rd</sup> September 2013*  
The minutes were taken as read and were agreed, by those who had been present, to be a true record of the meeting. They were signed by the Chairman
5. **Matters Arising:** *to report on matters arising from meeting on 3<sup>rd</sup> September 2013*  
None
6. **Public Participation Session:** *for the public to talk to Cllrs about items on the agenda*  
None present.
7. **REPORTS:** *to receive reports (if available) from...*
  - a) **Safer Neighbourhood Team:** *PCSO Joanne Adams* sent her apology as she was unable to attend. The Clerk reported that no crimes had been committed during September.
  - b) **County Councillor:** *David Wood reported...* There were policing problems on the peninsula Police Officers did not seem to be available. Undercover operations had been carried out and arrests had been made. David had written to the PCC and was awaiting a reply.  
Projects still under review: \* Home Care; \* Community Meals; \*Raising the Bar (education).  
*HMS Ganges:* still waiting for the Highways report  
*Wind turbines:* Ipswich BC have withdrawn the application for a turbine at Belstead.  
*Solar Park at Tattlingstone:* gone to Appeal  
*Brantham:* meeting with Inspector; now waiting to see whether the development on the Green-field site will go ahead.
  - c) **District Councillor:** no report available.
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 17/09/2013 meeting... (See full minutes)*  
*APPLICATIONS:*  
**B/13/00941/FHA/LB - The Hoppits, Orwell Rise, Chelmondiston IP9 1JL**  
*Erection of front porch (existing porch to be demolished)*  
The Committee recommended SUPPORTING the application.  
*DECISIONS:*  
**B/13/00309/FHA/JP - Dwiny Cottage, Pin Mill, Chelmondiston IP9 1JS**  
*Erection of a single-storey detached garage, store and playroom, as amended by the applicants e-mail received on 4<sup>th</sup> September. Babergh have GRANTED permission.*  
**B/13/00635/FHA/JP - The Rectory, Rectory Field, Chelmondiston IP9 1HY**  
*Erection of a single-storey detached garage. Babergh have GRANTED permission.*  
It appears that the suggestion made by the Council that the external walls of the proposed building, which will be prominent, should match that of the house, has not been taken up.  
*Decision arriving after the posting of the Agenda....*  
**B/13/00783/FHA/AK - 23 Collimer Close, Chelmondiston IP9 1HX**  
*Erection of single-storey extension (following demolition of existing garage). Babergh have GRANTED permission.*  
**Awaiting Decisions:** B/12/01412 ... The Crow's Nest, Pin Mill APP/D3505/A/13/2198288

**Reports from Cllrs and Clerk:** The Chairman reported that the proprietor of the Red Lion had enquired whether he could tarmac a small portion of FP39 that led from the front of his property to the side door entrance. He was advised to contact Suffolk CC, RoW department and the owner of the neighbouring property to ascertain ownership of the Footpath. This he had done. Queries had been raised about building at the rear of Suffolk House. It was understood that this had been reported to the Enforcement department at Babergh.

- b) **Village Hall:** No meeting.
- c) **Footpaths, Trees & Hedgerows:** No meeting.
- d) **Playing Field:** *Cllrs Stevens and Hawkins reported...* Concerns raised about the size of the bonfire: they may decide to burn it.
- e) **Village Amenities:** *Cllr Keeble reported...* still receiving complimentary reports for the Jubilee Garden.
- f) **Village Design Statement Group:** Next meeting - 9<sup>th</sup> October 2013
- g) **Pin Mill BMCIC:** *Cllr Cordle reported...* Babergh to continue running the public toilet at Pin Mill for at least another year. The planning application for the floating jetty has been suspended; awaiting a survey from Natural England. Babergh have awarded the car parking contract to the Company for another year.

*Question to take to the next meeting on 12<sup>th</sup> November:* is the £5,000 annual contribution by Babergh DC from the parking fees of both the public and residential car parks to continue and if so for how long?

- h) **Clerk's report:**
  - Pin Mill Car Park:** *Tree Works* - on 14<sup>th</sup> October. Clerk will put up notices
  - Clerk's Networking Day:** \* *Insurance "Game & Company"* Companies getting 'hot' on having risk assessments and being able to show that checks had been carried out, especially on play equipment when claims are made.
  - \* *Flood Risk Management* - Agencies e.g. Anglian Water, District Borough/County Councils, Environment Agency are supposed to be communicating with each other to formulate plans of area flooding for future use. Includes sea, river, and surface water.
  - \* *Suffolk & Fire Rescue Service* - looking for volunteers in the Prevention Department. Keen to get the 'prevention' across. An officer would be willing to come to a meeting/parish meeting.
  - \* *Winter gritting:* Volunteer Health & Safety brief - (*See Circulation bag*). Conditions to be met to ensure that volunteers are covered by Suffolk County Council's insurance. Liaise with Emergency Team etc. Volunteers to be entered onto a Registration Form, which will be asked sight of in the event of a claim being made. Gritting contract: agenda for November.
  - \* *A14 and A11 Planned Closures:* Maintenance Work- Between Junction 55 (Copdock interchange) and 58 (Seven Hills interchange). This include the Orwell Bridge. Parts of the A11 will also be closed. *See Highways Agency Website* for further information.
  - \* *Parish Liaison Meetings:* to be held on 28<sup>th</sup> and 29<sup>th</sup> November. Further information to follow.
  - \* *PCC: Have Your Say* - Tim Passmore and the Chief Constable, Douglas Paxton and a senior police officer from the local area. Babergh... Start 6.30pm 10<sup>th</sup> October Sudbury Town Hall, Market Hill, Sudbury.
  - \* *Shotley Parish Council:* Anti Social Behaviour on their playing field

**9. CORRESPONDENCE:** *to respond to correspondence received up to the meeting 1<sup>st</sup> October 2013 and to take any action deemed necessary.*

- 9.1 **SALC: 2013 AGM** - Invitation Tuesday 12<sup>th</sup> Nov 2013 Henley Community Centre. Book by 1st November. Buffet £12 (book in advance)
- 9.2 **SALC: Precepts and Grants to Local Councils...** copy of letter written from SALC to Chief Executive, Babergh DC regarding concerns as to how Government changes have and will affect local councils in the future. Copy of letter from Brandon Lewis MP (Under Sec of State).
- 9.3 **Suffolk CC: Definitive Map & Statement for Former Rural District of Samford...** Due to technical error and feedback about the background mapping, all maps have been recalled.
- 9.4 **Suffolk House: Household Waste Site ...** reply to the Parish Council's letter written in response to a complaint by the resident. Clerk to acknowledge receipt.

**9.5 Lloyds Bank:** *Creation of two separate banks from TSB ... all new cheque books etc will be replaced by Lloyds Bank branded ones.*

**9.6 Tree Warden:** *Trees on the Playing Field ...* Lee Foster, as Tree Warden, had visited the resident at 20 Collimer Close to assess whether the playing field trees were a problem for her garden. The resident had been advised that a Risk Assessment had been carried out and all necessary works had been done. No further action to be taken.

**9.7 Circulation Bag**

**Babergh/Mid Suffolk:** \* *Winter Gritting Health & Safety Brief* \* *Town & Parish Council September Newsletter*

**Suffolk View:** *Magazine*

**Clerks & Councils Direct:** *Magazine*

**Parish Council Accounts:** *6 months/budget etc*

**Suffolk Coast & Heaths:** *September update*

**Police Crime Report:** *September*

**SALC:** *Precepts/Grants to Local Councils*

**Game & Company:** *Insurance brochure*

**Community Right to Bid:** *papers*

**10. Mobile Telephone Reception:** *to consider requests to push for better reception*

Request from the Good Neighbour team for the PC to consider pushing for another mobile phone mast. The team were experiencing difficulties with the lack of or bad reception within the village. Cllr Kirkup had spoken with a member of St Andrew's Church, as to whether a mast could be installed on the church tower but this proved not to be possible.

Members thought that it was extremely unlikely that a company would consider installing another mast as there had been such an uproar from the community about having the one that was eventually placed in Rence Park.

**11. Broadband:** *to consider requests to push for 'Better Broadband' facilities in the Parish*

St Andrew's Church, PCC may consider having a relay mast which may help. Better Broadband is being rolled out over the county, through BT, but it was very doubtful whether this would have much effect on the peninsula. If the HMS Ganges development goes ahead, it was hoped that s106 monies would be made available to upgrade the Shotley and Woolverstone exchanges. This was yet to be decided.

**12. Chelplin Tennis Club:** *update on tenure agreement, maintenance and grants.*

The Playing Field Cttee members confirmed that the club had continued to use the courts and the pavilion on club days/nights throughout September. Clerk to clarify the dates and try to finalise the contract, as soon as possible.

**13. Recycling Centre:** *to consider Reports and the possible designation of the site as an Area of Special Community Interest. The Community Right to Bid.*

Clerk had spoken with the Communities Officer (Enabling) at Babergh DC who had provided links for further information on Babergh's and government websites.

A building or other land is an asset of community value if its main use has recently been or is presently used to further the social wellbeing or social interests of the local community and could do so in the future. The PC could apply to Babergh DC to have the site listed on their List of Assets of Community Value, which if accepted would enable the PC to express an interest in purchasing the site if it were put on the market for sale. An interim moratorium period of 6 weeks would be triggered by the local authority, during which time the PC must consider whether they want to be considered as a potential bidder. This is followed by a 6 month moratorium period, which would allow the PC to develop their proposal and raise the required amount of money. Grant funding can be applied for.

The owner of the site must then wait 6 months before selling the asset. The owner however still has the right to sell to whom he wishes.

**Proposal:** to apply to have the Household Recycling Site registered, as an Area of Special Community Interest.

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

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

**14.1 Flood Alleviation Scheme:** Handover agreement - update and signing of agreement

Members of the Grindle Residents' Association who have signed the final handover letter/agreement: Malcolm Harding (Chairman), Mrs R Waite, Francis Madden (Attorney for

Carola Beever), I Walsh, Mrs V Burroughs, W Agnew, P Jefferies. Mr/Mrs I Vadasz of River View Cottage have not signed, as they are away (It is understood that their property has been sold).

Concerns were raised by some Council members, as to the validity of the paper, if all residents had not signed. However, it was considered that the Council had done as much as could be expected of it and had acted extremely reasonably in order to help the residents safeguard their properties against surface water flooding. All done under the supervision of Suffolk CC.

**Proposal:** for the Chairman, Cllr David Cordle and the Vice Chairman, Cllr Rosie Kirkup to countersign the document.

**Proposed:** Cllr M Stevens **Seconded:** Cllr J Hawkins **Vote:** 5 in favour 3 against. (Cllrs A Fox, C Keeble; B Walker)

The Clerk will put a letter with a copy of the agreement in Mr & Mrs Vadasz's post box in the hope that they will sign when they return. Mr Harding will be asked to arrange for the new owners to sign a paper. Clerk will give copies to all residents, with the instruction that the agreement should be kept with their house Deeds.

- 14.2 The Common and Dinghy Park:** *Clerk reported...* the Grindle would need another clear out within the next few weeks along with the nettles in and around the dinghy racks. Clerk would get a quote. The Chairman agreed to spray the nettles in the spring of next year.

The Chairman would meet with the Clerk to look at the removal of the first set of dinghy racks as suggested at previous meetings. Cllr Stevens had re erected the sign boards for Bye-laws and for the Dinghy Park information.

## 15. FINANCIAL ITEMS:

- 15.1 RFO's Monthly Report.** Clerk gave a brief report on the Government's proposal for pension schemes. The Council would need to enrol by 1<sup>st</sup> June 2016. It would be necessary to start planning for this a year to eighteen months in advance.

6 months accounts with budget forecast. (See Circulation bag)

**Lloyds Bank: Interest** 1.62 9 Sept

**Babergh DC: Precept** (2nd instalment) 11,740.50 18 Sept

*Transfer from the Treasures Acc to Business Instant Access* £11,500 (18/09/2013)

### **BALANCE on 30<sup>th</sup> September 2013**

<b>Un-presented chqs:</b>	30.00	(Ear marked - included within total credit)
Treasurers Account	£1,099.99	6,677.92 Playing Field ( <i>Res-precept</i> )
Business Instant Access Acc.	<u>£49,667.86</u>	3,500.00 Mower ( <i>ear marked</i> )
<b>Total (in credit)</b>	<b>£50,767.85</b>	<u>2,335.00</u> Tennis Courts ( <i>grants</i> )
		<b>£12,512.92</b>

*to be paid in...*

<b>500098.. Suffolk CC :</b> <i>Grant (RoW)</i>	322.60
<i>Dinghy permit (1)</i>	16.00
<b>Chelmo Waste Centre:</b> <i>CASH (5 wks)</i>	217.00
<i>Whip Street Motors (metal)</i>	<u>94.00</u> 649.60

- 15.2 Insurance Cover:** *to discuss issues arising & approve payment approx £950 prior to November meeting.*

The Clerk had spoken with the Insurance agents Community Action Suffolk (CAS) to discuss the different types of insurance for certain items and was waiting on further information.

The policy was due for renewal on 1<sup>st</sup> October. A further discussion followed.

**Proposal:** to keep the play equipment under 'all risks'. To amend asset register for insurance purposes, as necessary and to wait for a new costing prior to payment.

**Proposed:** Cllr David Cordle **Seconded:** Cllr A Fox **Vote:** all in favour

- 15.3 to consider Payments to and other invoices arriving after the posting of this agenda**

<b>1530 a) Mr S A Meacock:</b> <i>Grass Cutting - Pin Mill</i>	70.00
<b>1531 b) S Sacker (Claydon) Ltd:</b> <i>Green Waste Skip</i>	300.00
<b>1532 c) Suffolk Assoc Local Councils:</b> <i>Booklets</i>	18.50
<i>Network Day</i>	<u>18.00</u> 36.50

<b>1533 d) Mrs F Sewell:</b> <i>Salary</i> (Sept) plus back pay to 01/04/13	754.01	
<i>Expenses:</i> Stamps (17/09/13)	7.40	
Paper (16/09/13)	6.50	
Subsistence (6mths)	150.00	<b>917.91</b>

**1534 e) HM Customs & Revenue:** *Chq made out to Post Office Ltd*  
*Quarterly payment.* (July, Aug, Sept 2013) employee's tax/employer's Nat Ins **168.05**

**1535 f) Chelmondiston Village Hall:** *Room hire* (2 @ £14. 1@ £5) **33.00**

**Proposal:** to approve payment of invoices listed: **a) 1530 to f) 1535**

**Proposed:** Cllr R Kirkup    **Seconded:** Cllr B Walker    **Vote:** all in favour

- 16. Reports of Other Business (not itemised):** *to be included on next agenda if necessary.*  
*Cllr Keeble reported...* a resident had complained about the state of the footpath adjacent to the school playing field and the Main Road. It had been marked for repair by Suffolk CC either last year or the year before. Clerk would look into.

**17. THE NEXT PARISH COUNCIL MEETING – Tuesday 5<sup>th</sup> November 2013 in the VILLAGE Hall**

There being no further business to discuss the Chairman thanked everyone and closed the meeting at 9.20pm.

Signed .....*Rosie Kirkup*.....

Date .....05/11/2013.....

These minutes were agreed to be a true record and were signed by Cllr R Kirkup, Chairman of the meeting, held on November 5<sup>th</sup> 2013.