

**MINUTES OF THE CHELMONDISTON PARISH COUNCIL MEETING HELD ON  
TUESDAY 5<sup>th</sup> NOVEMBER 2013 IN THE VILLAGE HALL AT 7.30 pm.**

**Present:** *Councillors:* R Kirkup, A Fox, C Keeble, J Hawkins and B Walker.

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

**Public:** SCCllr David Wood, Mrs J Mower

1. **Welcome by Chairman:** as Vice-Chairman, *Cllr Rosie Kirkup* took the chair in the absence of Cllr David Cordle
2. **Apologies for Absence:** *apologies were received and accepted for...* Cllr M Stevens - family illness. Cllr Dot Cordle - away. Cllr J Deacon - alternative engagement. Cllr David Cordle -alternative engagement.
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.*  
No Dispensations.  
*Cllr J Hawkins* declared a personal interest in **Item 15.3 h**) as he was acquainted with Mr Reese.
4. **Minutes of the Meeting:** *to agree minutes of the meeting held on 1<sup>st</sup> October 2013*  
The minutes were taken as read and were agreed to be a true record by those who had been present. They were signed by the Chairman.
5. **Matters Arising:** *to report on matters arising from meeting on 1<sup>st</sup> October 2013*  
Any matters from the previous meeting would be discussed with the relevant Item on the agenda.
6. **Public Participation Session:** *for the public to talk to Cllrs about items on the agenda*  
Mrs Mower was here to observe.
7. **REPORTS:** *to receive reports (if available) from...*
  - a) **Safer Neighbourhood Team:** *PCSO Joanne Adams reported ...* there were no crimes listed in October. There had been no problems on either Halloween or Firework nights. There had been further complaints about parking outside of the primary school and at Pin Mill. Parking tickets had been issued at Pin Mill. A traffic speed sign (Smiley Face) had been used in the village.
  - b) **County Councillor:** *David Wood reported ...*The Policy Deferral Panel were reopening talks about 20mph limits within Suffolk. David had mentioned Lings Lane in his report to the Panel. He had several reports on localised surface water flooding due to heavy rains. Cllr Keeble mentioned the problem on the corner of Walnut Tree Farm (B1456), which David took note of. An area opposite the Foresters was now prone to flooding since the Main Road had been resurfaced, where water ran away from the drain.
  - c) **District Councillor:** *written report ... See website and Circulation Bag for full report.*  
*Greater-Ipswich City Deal:* part of central Government strategy to accelerate growth across the country. Greater Ipswich was invited to agree a deal with the Government to provide the local area with additional powers and investment to drive local growth through making the most of economic assets and opportunities. The deal is expected to deliver a 50% cut in unemployment in the 16-24yrs group, and £10m new investment in local skills training. Implementation is expected to start in April 2014.  
*Local Support Grant removal:* Due to central government belt-tightening, the grant to local councils will be gradually withdrawn between now and 2017. This will affect the Precept.  
*Ganges Site Development:* A site visit (including the B1456) will take place on Wednesday, 6<sup>th</sup> November. Possibly being debated by the BDC's Planning Committee on 27<sup>th</sup> November 2013.  
*Shoreline Management Project:* As of 24<sup>th</sup> October 2013, the Environment Agency restated their intention to develop additional habitat in the Orwell Estuary via the managed realignment of the shoreline and additional 'scraping' to provide freshwater lagoons. A public engagement event will be held to explain the proposals and to outline the possible implications for the public footpath network in the area.  
*Chelmondiston Village Design Statement:* See **Item 8f**

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

**a) Planning:** See full minutes 29/10/2013

APPLICATIONS:

**B/13/01154/FHA - 8 Woodlands, Chelmondiston, Ipswich IP9 1DT** *Erection of fence.*

**B/13/01161/FHA - 7 Woodlands, Chelmondiston, Ipswich IP9 1DT** *Repositioning of fence.*

**The Committee** recommend REFUSAL of both applications on the following grounds:

- \* It would narrow the vista as you turned into Woodlands from the Main Road (B1456).
- \* Moving the fences would set a precedent for others to alter the visible boundaries.
- \* It would change the character of what was designed as an open plan estate.

DECISIONS:

**B/13/00941/FHA/LB - The Hoppits, Orwell Rise, Chelmondiston IP9 1JL** [Permission GRANTED.](#)

*In Appeal: to date, no notification of a decision.*

B/12/01412 ... The Crow's Nest, Pin Mill APP/D3505/A/13/2198288

**HMS GANGES:** info forwarded to Cllrs prior to the meeting.

- \* Copy of letter from Shotley PC to Babergh DC in response to the latest amendments: outlining their disappointment that Galliard Homes are not able to contribute to all the s106 planning obligations.
- \* DCllr Tony Roberts had copied the Council into his e-mails to Shotley PC. He specifically feels that no affordable housing is unacceptable and he will now speak against the application when it goes before Babergh's Planning Committee for a decision. He also notes his concerns about an advert seen for the sale of all or part of Ganges and considers that Babergh DC should request the Developer explain their statement that the advert is old, to the Joint Scrutiny Committee.
- \* Babergh DC had forwarded a report (16<sup>th</sup> October 2013) from SCC Highways. Re the revised plans, documents and draft s106 offer, Highways considered that there were no grounds for refusing the current application with respect to its impact on the public highway.

**Next meeting:** 19<sup>th</sup> November 2013

**b) Village Hall:** *Cllr Keeble reported on the meeting of 28<sup>th</sup> October 2013.*

- \*New electrical work completed; awaiting certificate. \*A statement will be sent to all hirers of the hall regarding their responsibility to carry out a Risk Assessment prior to each meeting. \*The Synergy (dementia) Group is to continue on Wednesdays. \*The timer switch (heating) to be replaced. \*Guttering to be checked before winter. \*Precept request to be submitted to the P.C.

**c) Footpaths, Trees & Hedgerows:** Next meeting 11<sup>th</sup> November 2013

**d) Playing Field:** *Cllr Hawkins reported...* Bonfire night went well and vehicles were successfully kept off the field.

**e) Village Amenities:** *Jubilee Garden bin:* door was sometimes left open. Mr Miller had a key.

**f) Village Design Statement Group:** coordinated by the Parish Council but including non-Council members, which is in the process of drafting a Village Design Statement. The purpose of this document is to provide additional local detail to support the BDC Core Strategy - once approved.

**g) Pin Mill BMCIC:** Next meeting 12<sup>th</sup> November 2013.

**h) Clerk's report:** Cllr Beryl Walker was given a certificate by SALC for completing her training course. Cllr Dot Cordle had also received a certificate. Cllr Kirkup would be attending a refresher course on 28<sup>th</sup> November.

\**Water leak* Pin Mill Road: Have written to two different officers at SCC but no acknowledgement!

\**Winter gritting: Volunteer Health & Safety brief -* [\(Copy in Circulation Bag\)](#)

Conditions to be met to ensure that volunteers are covered by Suffolk County Council's insurance. Liaise with Emergency Team etc. Volunteers to sign a Registration Form, which will be asked sight of in a claim.

\**Double Yellow Line parking at Pin Mill:* contacted PCSO Adams. On several occasions access to the notice board has not been possible.

\**Pin Mill Footbridge:* further complaints from dinghy owners re parking in front of the bridge.

\**Pykle:* Fallen tree from the property of Mrs Catchpole completely blocking the path. Lee Foster has sorted.

\**NALC: Standing Orders:* have been further amended. Clerk will look through the amendments and agenda for a future meeting.

\* *Finance Meeting*: 18<sup>th</sup> November at David Cordle's

- 9. Parish Council Vacancies:** *to consider co-option*  
Cllr Kirkup reported ...a resident had shown a keen interest but had now decided against applying
- 10. Correspondence:** *to respond to correspondence received up to the meeting 5<sup>th</sup> November 2013 and to take any action deemed necessary.*
- 10.1 SALC:** Copy of letter from Department of Communities & Local Government: *Sustainable Communities Act 2007*- an invitation to Town/Parish Councils to submit proposals under the Act. ([See Circulation Bag](#)).
- 10.2 Suffolk CC:** *Definitive Map & Statement for Former Rural District of Samford...*  
A corrected map has been provided. Passed to Footpaths Cttee.
- 10.3 Babergh DC:** *Babergh Parish Liaison meetings 2013*- Cllr David Cordle and the Clerk to attend at Hadleigh 28<sup>th</sup> November.
- 10.4 Tim Yeo MP:** *Street Lighting in Chelmondiston and Woolverstone ...* copy of letter forwarded by Tim Yeo from a Shotley Gate resident who considers that street lighting should be considered for safety reasons, especially at bus stops. Clerk to respond.
- 10.5 Christopher Russell:** *Commemoration request ...* would like to commemorate his father Peter Russell in an outward and visible way in Pin Mill. Clerk has acknowledged. Cllr Fox asked that 'Commemoration Requests' be put on the next agenda to consider a policy.
- 10.6 St Andrew's PCC:** a request for a grant for 2014-15, for maintenance of the churchyard.
- 10.7 SALC:** *Gypsy and Traveller Short Stay Provision across Suffolk ...* the key recommendations in the approved Norfolk & Suffolk Strategy for G and Ts is to develop a suite of short stay sites over the next 2-5 years.
- 10.8 War Memorials Trust:** *to get involved ...* information about the Trust. ([See Circulation Bag](#))
- 10.9 Foreshore Developments at Pin Mill:** Copy of letter from resident (04/08/2013) with copy of response from Babergh DC Enforcement (Ben Elvin). Ryan Jones (Corporate Manager for Asset Management) has been asked to look at the case and to arrange a meeting with the Parish Council, the Management Cttee and the resident to discuss the issues raised.
- 10.10 Circulation Bag**  
**Babergh/Mid Suffolk:** \* *Town & Parish Council October Newsletter*  
**SALC:** \**2012-2013 Annual Report* \**LAIS 1359* - Sustainable Communities Act. (SCA)  
*LAIS 1358* - Scrap metal Dealers  
 \*SCA- invitation to Town/PCs to submit proposals \**Minutes of AGM 2012*  
**Clerks & Councils Direct:** *Magazine*    **War Memorial Trust:** *Brochure/letter*  
**Environment Agency:** *Himalayan Balsam*
- 11. Chelplin Tennis Club:** *update on tenure agreement, maintenance and grants*  
Clerk read through the new draft agreement and the letter sent to the Club outlining the finances. The Club had not been able to meet before the Parish Council meeting but hoped to do so within the following week.
- 12. Recycling Centre:** *to consider reports and take any action deemed necessary.*  
Letter addressed to Mr Cordle (Chairman) from Mr John Chandler showing appreciation of Alan Nunn taking the trouble to look for his wedding ring and finding it.  
Clerk had e-mailed the officer at SCC who had taken over from Mark Deer saying that the PC were intending to nominate the Centre as an Asset of Community Value but she had received no acknowledgement. She had also spoken with the Clerk at Shotley who would arrange for a letter of support. SCCllr Dave Wood also agreed to support this.  
*Financial Report:* JMP Wilcox had been invoiced for £337 re the Textiles and the Media banks. For this financial year the centre was showing a profit of £540 (not including the £337). This had only been made possible by the diligence and dedication of the volunteers.

- 13. Holbrook Academy:** The Endeavour Award... *to consider the continuation of sponsoring the award*  
**Proposal:** to continue sponsoring the Endeavour Award (£30). Presentation Evening 19<sup>th</sup> November 2013. Cllr David Cordle to attend.

**Proposed:** Cllr C Keeble **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*

Copies for each household had been delivered to Malcolm Harding. A copy was given to Mr & Mrs Edgell. It was understood that River View and Lark Cottage had been sold. Letters to go to new owners requesting that they join the Residents Assoc in order to look after the Upstream assets. Clerk to contact Mr F Madden re Lark Cottage.

**14.2 The Common/Grindle and Dinghy Park:** *to consider quotations for...*

**a) Grindle clearance and nettles...**

Cllr Fox declared a personal interest as he had been acquainted with Mr Fisher for some years.

**Proposal:** to accept the quotation of £80 for the clearance of the Grindle and the nettles.

**Proposed:** Cllr C Keeble **Seconded:** Cllr J Hawkins **Vote:** 4 in favour 1 abstention (Cllr Fox)

**b) grass cutting for 2014-15 Pin Mill Common and Village Car park hedge.**

A quotation had been submitted for consideration. Clerk to try to get other quotes.

**14.3 Environment Agency:** *to consider report re herbicides in or near water*

Clerk reported the need to ask the Environment Agency about spraying near the Grindle.

The Himalayan Balsam that had been reported was chiefly growing in Webb's Boatyard and was not the PC's responsibility. (*See Circulation bag*)

**14.4 Safety Rail:** *to consider a quotation for the repair of*

Mr Latter had reported a problem with part of the lower rail on the seating area that had rusted away leaving some holes.

Mr Fisher had provided two options for repair.

**Proposal:** to accept *Option 2* (£60 plus paint) to cut out rusted section and weld in new section and paint, but with the proviso that Mr Fisher holds a current Liability Insurance (to be seen). Otherwise, to accept *Option 1*, filling tube with expanding foam, finishing with filler and painting. (£20 plus materials).

**Proposed:** Cllr J Hawkins **Seconded:** Cllr B Walker **Vote:** 4 in favour 1 abstention (Cllr Fox)

**15. FINANCIAL ITEMS:**

**15.1 RFO's Monthly Report.**

<b>500098.. Suffolk CC : Grant (RoW)</b>	322.60	2 Oct
<i>Dinghy permit (1)</i>	16.00	
<b>Chelmo Waste Centre: CASH (5 wks)</b>	217.00	2 Oct
<i>Whip Street Motors (metal)</i>	94.00	
<b>Lloyds Bank: Interest</b>	1.91	9 Oct
<b>Mid Suffolk DC: recycling banks... Chelmo - bottles</b>	337.36	18 Oct
<i>(Feb-July) Waste Centre - bottles/paper</i>	<u>107.74</u>	<u>£1,096.61</u>

Transferred £1,000 from Instant Access Acc to the Treasures Acc 07/10/13

**BALANCE on 31<sup>st</sup> OCTOBER 2013**

<b>Un-presented chqs:</b>	00.00	Ear marked
Treasurers Account	713.10	6,677.92 Playing Field ( <i>Res-precept</i> )
Business Instant Access Acc.	<u>£48,669.77</u>	<u>3,500.00</u> Mower ( <i>ear marked</i> )
<b>Total (in credit)</b>	<b>£49,382.87</b>	<b>£10,177.92 (included in Totals)</b>

**15.2 Precept:** *to discuss the connotations of reduced grants [11<sup>th</sup> Nov Workshop at BDC]*

The grant that had been added to the Precept for 2013/14 would now be decreased over the next 4 years so in 2017/18 there would be no further grant funding. It was likely that there would be a cap on the precept of a suggested 2% but this had not, as yet, been verified by the Government. Clerk and Cllr Keeble would find out more at the workshop.

Clerk had sent out Precept grant forms to the Village Hall, the Playing Field Cttee and the Footpaths Cttee.

**15.3 Consider Payments to and other invoices arriving after the posting of this agenda****1536 Suffolk ACRE Services: (Insurance) Oct 2013 to Sept 2014 PAID/OCT 926.13**

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<b>1537</b>	<b>a) Mr S A Meacock: Grass Cutting - Pin Mill</b>		<b>70.00</b>
<b>1538</b>	<b>b) Suffolk Assoc Local Councils: Cllrs Training</b>		<b>29.40</b>
<b>1539</b>	<b>c) Suffolk Preservation Society: Annual membership</b>		<b>25.00</b>
<b>1540</b>	<b>d) Mrs F Sewell: Salary (Oct)</b>	648.79	
	<i>Expenses: InkExpress (08/10/13)</i>	<u>23.00</u>	<b>671.79</b>
<b>1541</b>	<b>e) S Sacker (Claydon) Ltd: Skip hire</b>		<b>469.20</b>
<b>1542</b>	<b>f) Mr B Miller: Jubilee Garden - plants (20/04/13)</b>		<b>14.00</b>
<b>1543</b>	<b>g) Mr K Cooper: Parish Footpath cutting 2013 (£44.91 materials)</b>		<b>134.91</b>
<b>1544</b>	<b>h) Mr I.E Reese: Parish Footpath cutting 2013 (£27.91 materials)</b>		<b>162.91</b>

**Proposal:** to approve payment of invoices listed: **a) 1537 to g) 1543****Proposed:** Cllr B Walker      **Seconded:** Cllr A Fox      **Vote:** in favour**Proposal:** to approve payment of invoice listed: **h) 1544****Proposed:** Cllr C Keeble      **Seconded:** Cllr A Fox      **Vote:** 4 in favour 1 abstention (Cllr Hawkins)**16. Reports of Other Business (not itemised): to be included on next agenda if necessary.**

Yellow lines at Pin Mill: Where do they end?

Safety rails on Bridge from end of Pin Mill Rd towards King's Boatyards: Clerk explained they had been removed a few years ago by Suffolk CC, possibly because there were continually having to be repaired.

**17. THE NEXT PARISH COUNCIL MEETING – Tuesday 3<sup>rd</sup> December 2013 in the VILLAGE Hall**

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

Signed .....Cllr David Cordle.....      Date .....3/12/2013.....

These minutes were agreed to be a true record of the meeting and were signed by the Chairman, Cllr David Cordle, at the meeting held on 3<sup>rd</sup> December 2013.