

**MINUTES OF THE CHELMONDISTON PARISH COUNCIL MEETING HELD ON
TUESDAY 7th JANUARY 2014 IN THE METHODIST CHURCH HALL AT 7.30 pm.**

Present: *Chairman:* Cllr David Cordle

Councillors: A Fox, C Keeble, M Stevens, J Hawkins and B Walker.

In Attendance: *Parish Clerk-* Fran Sewell

1. **Welcome by Chairman:** *Cllr David Cordle* opened the meeting at 7.35pm and welcomed all.
2. **Apologies for Absence:** Cllr Kirkup and Cllr J Deacon - rehearsals. Cllr Dot Cordle - ill. Apologies were accepted. SCCllr David Wood had sent apologies, as he would not be attending further meetings until March or April.
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 3rd December 2013*
The minutes were agreed to be a true record by those who had been present and were signed by the Chairman. Notes of the Advisory Finance Group meeting (8th November 2013) Paper A, were attached to the minutes.
5. **Matters Arising:** *to report on matters arising from meeting on 3rd December 2013*
None that were not itemised on the agenda.
6. **Public Participation Session:** *for the public to talk to Cllrs about items on the agenda*
No Public present.
7. **REPORTS:** *to receive reports (if available) from:*
 - a) **Safer Neighbourhood Team:** no crime report available. Notice given of a Babergh East Neighbourhood Team, Community Priority Setting meeting on 15th January 2014 at Brantham Leisure Centre.
 - b) **County Councillor:** no report
 - c) **District Councillor:** written report put in Circulation bag.
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 Keeble gave a report (See Planning minutes 10/12/2013)*

APPLICATIONS

B/13/01368/FHA - 2 Rectory Field, Chelmondiston IP9 1HY
*Erection of 2-storey rear extension (following demolition of rear extension) .
Erection of front porch. Erection of single-storey attached side garage.*
The Committee recommended REFUSING the application for the following reasons:

 - 1) The proposed extensions would make the property with the size out of keeping with the neighbouring properties.
 - 2) The proposed larch cladding is out of keeping with all the other properties within the immediate vicinity.

B/13/01419/ FUL - Little Barnes Nursery, Main Road, Chelmondiston IP9 1EE
Notification under Part 3 of the Town & Country Planning (General Permitted Development) (Amendment) (England) Order 2013 - Change of Use of Class B1(a) offices to Class C3 dwelling house.
A notification of intent for Change of Use and not an application but subject to prior approval covering:

 - a) *Transport/highways impacts on the development* - The Committee considered that there would be no additional impact.
 - b) *Contamination risks on the site* - unable to comment. c) *Flooding Risks* - unaware of any flooding risk. The Committee could confirm that the building had been used as an office on the premises for a number of years prior to 30th May 2013.

B/13/01426/ TCA - Albert Cottage, Pin Mill, Chelmondiston IP9 1JT
Crown reduce 2 No. Willow trees by 50%. The Committee recommended SUPPORTING the application

DECISIONS:

B/13/01154/FHA - 8 Woodlands, Chelmondiston, Ipswich IP9 1DT *Erection of fence.*
[BDC REFUSED permission](#)

B/13/01161/FHA - 7 Woodlands, Chelmondiston, Ipswich IP9 1DT *Repositioning of fence.*
[BDC REFUSED permission](#)

HMS GANGES: B/12/00500/FUL - The amended application had been approved by Babergh's Planning Committee on 27th November 2013. Cllr R Kirkup had spoken for the Parish Council against the application. As discussed at the Parish Council meeting on 3rd December 2013 and in support of Woolverstone's submission, the Parish Council had sent a request that the Secretary of State "call-in" the application for a more considered opinion. The Secretary of State on 5th December issued an Article 25 Direction to Babergh District Council, which directs the Council not to grant planning permission without specific authorisation. This is to provide the Secretary of State with a period of time to consider the question of "call-in".

B/12/00811/FHA - Park View Cottage, Pin Mill (now named Pretty Well Cottage).

Verbal complaints received about the positioning of an air source heat pump at the cottage and subsequently the noise that it generates.

7th January meeting: See Planning minutes.

No Applications

DECISIONS:

B/13/01331/FHA/JP - 85 Woodlands, Chelmondiston, Ipswich IP9 1DU BDC GRANTED permission

B/13/01240/FHA/JD - 8 Rectory Field, Chelmondiston, Ipswich IP9 1HY BDC GRANTED permission

B/13/01419/ FUL - Little Barnes Nursery, Main Road, Chelmondiston IP9 1EE

Change of Use of Class B1(a) offices to Class C3 dwelling house. permission is required. (No clarification received from Babergh)

Appeal Decision: APP/D3505/A/13/2198288 **B/12/01412 ... The Crow's Nest, Pin Mill, IP9 1JN .**

Appeal DISMISSED by Planning Inspectorate.

B/13/01426/ TCA - Albert Cottage, Pin Mill, Chelmondiston IP9 1JT

Crown reduce 2 No. Willow trees by 50% BDC GRANTED permission

HMS Ganges: Shotley PC considered that the responses made by Woolverstone and Chelmondiston did not accurately reflect their position. Prior to the planning meeting of 27/11/2013, Shotley PC made it clear that they would withdraw their support for the proposals unless the developer and BDC gave reasonable responses and assurances to their concerns, which Shotley felt they did at the meeting. Therefore they remained overall in favour of the development.

Jetties on Foreshore: A resident had forwarded copies of communications, to and from BDC, but due to the resident's dissatisfaction with BDC's responses, he was asking the PC to carry forward his concerns. Clerk confirmed that she had written on 11/12/2013 to Ryan Jones (Corporate Manager-Asset Management), informing him of the resident's request. The Committee were in support of the resident, having raised identical concerns. However, neither the Parish Council or this Committee have powers of enforcement and therefore, as with any other suspected breach of planning, matters should be forwarded to BDC. The Committee voiced their discomfort that a BDC officer was acting as a planning agent for the Pin Mill Bay Management Community Interest Company (PMBMCIC), which is understood to be a private company and questioned whether this could be seen as a conflict of interest.

The Committee resolved to a) to reply to the resident, explaining the situation and suggesting that he could consider forwarding all his correspondence to the Ombudsman. b) to write again to Christine Thurlow, the Head of the planning department and to Ryan Jones, along with copies to the Chairman of the PMBMCIC, (to include copies of the resident's correspondence) and to query a possible conflict of interest.

b) Village Hall: no meeting.

c) Footpaths, Trees & Hedgerows: to consider the Public Sector Mapping Agreement and the Public Sector End User Licence ...in order to reproduce OS maps.

Suffolk CC had confirmed that the PC's Contractor's Licence with Babergh DC would NOT cover mapping produced by the County Council. It was recommended that the PC either sign an OS Public Sector End User Licence (PSEUL) or sign up to the Public Sector Mapping Agreement (PSMA). If the latter, neither a Contractor's Licence or a PSEUL was required and it would enable parties to share data with regard to OS mapping.

Clerk felt that this could be very useful if the PC wanted to produce future maps for Footpaths, the Village Design Statement and the website. She had been onto the OS website to look at the agreement and suggested she and Cllr J Deacon could go through matters together before any commitment was made.

d) Playing Field: the Cttee would be purchasing a leaf blower. The nets and posts on the tennis courts had been taken down for renovation purposes. For Health and Safety reasons the courts had been locked. New lights were being fitted in the pavilion. The Community Council had cleared away all remains of the bonfire.

- e) **Village Amenities:**
- i) *to consider estimate for new notice board (at car park)*
David Latter had submitted a quote to build a new notice board for the footpaths map for the village car park. £200 including fitting. Cllrs suggested using Metposts, which would then be cemented in.
Proposal: to accept the quote of £200 along with an additional cost for 'Metposts'
Proposed: Cllr M Stevens **Seconded:** Cllr B Walker **Vote:** all in favour
- f) **Village DS Group:** Following meetings in October and December information was still being collated in order to produce a coherent statement. Next meeting in January.
- g) **Pin Mill BMCIC:** Next meeting on 14th January 2014
- h) **Clerk's report:** *Pages Common ...* Mr Latter and Mr Glazebrook had been clearing away storm damage and would be coppicing Hazels near the stream and the Field Maple, which had been badly damaged.
Tennis Club ... Clerk was still to invoice the club and get a conclusion on the agreement.
9. **Correspondence:** *to respond to correspondence received up to the meeting 7th January 2014 and to take any action deemed necessary.*
- 9.1 **Babergh DC:** *Litter/Dog Waste Bin Emptying Service 2014* - Cost per annum:
Each Litter bin = £30.88 (£308.50) Each Dog Waste bin = £41.29 (£330.32)
Total cost = £639.12 plus VAT
- 9.2 **Sue Ryder Synergy Cafe:** *request to speak at PC meeting ...* 4th February
Chair and members suggested they were invited to the Parish Meeting in May.
- 9.3 **Creative Arts East:** *Rural Touring Scheme LIVE!* - working with volunteers, they aim to bring affordable, high quality arts events to local communities. Passed to Village hall.
- 9.4 **Kester Clarke:** *Euro 2014 Election Forum.* Harkstead Village Hall 13th February 2014 at 7.45pm "Any Questions on the European Elections" Chaired by William Wrinch.
- 9.5 **CGM Landscapes:** *Country Grounds Maintenance ...*
- 9.6 **Tree & Lawn Company Ltd:** *Grounds Maintenance*
- 9.7 **Circulation Bag**
SALC: *Local Councillor - Magazine*
Babergh/Mid Suffolk DCs: *Town & Parish Council Newsletter* (December)
Fly Tipping: *Advice for landowners.* **Plasterboard:** *advice for disposal of*
Chelmondiston PC: *Quarterly Accounts* (Copies of)
10. **Memorial/Commemoration requests:** *signing of policy and to consider a plaque for resident*
Chairman signed the policy as agreed at the last meeting.
Cllr Hawkins will speak of the PC's thoughts and suggestions to the widow of the resident. (appropriate power s.137 Local Government Act 1972).
Proposal: If agreed, to arrange for a plaque to commemorate the resident's involvement at the Jubilee Garden, to a maximum of £50.
Proposed: Cllr A Fox **Seconded:** Cllr B Walker **Vote:** all in favour
11. **Recycling Centre:** *to consider reports and take any action deemed necessary.*
Clerk gave a brief report; the account was in the black. There had been more fly-tipping and household rubbish had been placed in the clothes and paper banks, which Mr Nunn had to remove.
i) *Assets of Community Value update* - Clerk had received letters from local parish councils in favour and she would now proceed.
12. **PIN MILL:** *to receive reports/proposals and to take any action deemed necessary.*
- 12.1 **Common/Dinghy Park:** *report plus grass cutting* Clerk would be getting quotes.
- 12.2 **Flood Alleviation Scheme:** *report*
Copy of e-mail to Jane Burch (SCC) from Mr Harding, Chairman of the Grindle Residents' Association reporting on the tidal surge, which breached the eastern section of the tidal bund at the rear of the Common, causing some minor flooding at Rose Cottage. They have now

raised this section. He thanked them for all their efforts in ensuring that the scheme was completed, as all eight cottages would have been flooded.

13. Chelmondiston Emergency Plan: Update report, consider purchases and to take any action deemed necessary.

Clerk reported ... **The Flood Surge.** Due to the police issuing evacuation notices at Pin Mill, Cllr Deacon had spoken with Mr Patrick Mann who kindly opened up the Village Hall, as an evacuation centre. Cllr Deacon was later informed that Shotley Village Hall would be open, so after further consultations it was decided to close the hall.

The Chair of the Village Hall Cttee was concerned, as the Cttee had not been officially notified that the hall may have been called upon in an emergency. If they had known, they could have had a plan in place with volunteers to do the catering etc. The Clerk would write to apologise for this misunderstanding along with a formal letter that the Cttee could give to the groups who hired the hall, in case meetings/classes had to be cancelled in the future.

Cllr Walker reported ... She and Dot Cordle had been updating the plan and in December the prime members of the group had carried out a desktop exercise set by Cllr Deacon, to evaluate it.

New co-ordinators were needed, as some had stepped down, and they were looking to appoint a Super-Coordinator to liaise with everyone. A resident had been approached and he was considering the proposal. They planned to have another meeting in the near future. The group wanted the community to be more involved in the hope that some of the pressure would be taken off members of the PC. Cllr Walker asked for funding to purchase new boxes, as the present ones were too small; some space blankets and for reprinting the leaflet for a letterbox drop. The latter would cost approximately £50; blankets £10-£15 plus cost of boxes and out of date products.

Proposal: to earmark £100 for the proposed purchases.

Proposed: Cllr A Fox **Seconded:** Cllr J Hawkins **Vote:** all in favour

14. FINANCIAL ITEMS:

14.1 Precept for 2014- 2015 to discuss the provisional budget as suggested along with grant requests from.. i) Playing Field, ii) Village Hall, iii) St Andrew's Church

To consider/agree on the precept amount to be ordered from Babergh DC

Clerk reported ... The Government had still not made any announcement regarding capping or referendums. [2% has been suggested as the possible maximum increase.]

Clerk handed around a budget plan with a proposed spending of £27,480 but amended to £26,000. A 2% increase on the 2013-2014 precept would amount to £23,951.00.

The grant from BDC would be £1,832.25 giving a total of £25,783.25.

The Chairman felt that the Council should increase the precept by 2%, as the grant funding from BDC would be phased out over the next 4 years. Precept order/form had to be with BDC by the end of January 2014. Clerk explained that the forms had to be signed by the Chairman, 2 Cllrs and the Clerk at a meeting of the Parish Council.

Proposal: to increase the precept by 2% as presented but to wait to see whether further information was forthcoming from the Government prior to sending off the forms to BDC.

Proposed: Cllr David Cordle **Seconded:** Cllr M Stevens **Vote:** all in favour

The Chairman and members gave thanks to the Clerk.

The Precept Order form was signed by the Chairman, Cllr David Cordle, Cllr C Keeble and Cllr J Hawkins and countersigned by the Clerk.

14.2 RFO's Monthly Report.

S 137: The Department of Communities and Local Government has confirmed that the appropriate sum for Parish Councils for the purpose of Section 137 (4A) (a) of the Local Government Act 1972 ("1972 Act") for 2014-2015 is £7.20 per electorate.

Lloyds Bank: Interest	1.80	09 Dec
500121.. JMP Wilcox: Waste Centre - (Textiles)	112.00	19 Dec

BALANCE on 31st DECEMBER 2013	Ear marked	(included within total credit)
Un-presented chqs:	80.00	1,400.00 Household Recycling Centre
Treasurers Account	1,389.85	6,677.92 Playing Field (Res-precept)
Business Instant Access Acc.	<u>£46,273.76</u>	<u>3,500.00</u> Mower (ear marked)
Total (in credit)	£47,663.61	£11,577.92

Transfer £1,000 from Instant Access Acc to the Treasures Acc 09/01/2014

14.3 Consider <i>Payments to</i> and other invoices arriving after the posting of this agenda		
1553 a) Mr S A Meacock: <i>Grass Cutting</i> - Pin Mill		70.00
1554 b) S Sacker (Claydon) Ltd: <i>Skip Hire</i> (Green Waste)		300.00
1555 c) HM Customs & Revenue: <i>Chq made out to Post Office Ltd</i> <i>Quarterly payment.</i> (Oct, Nov, Dec 2013) employee's tax/employer's Nat Ins		141.15
1556 d) Mrs F Sewell: <i>Salary</i> (Dec)		648.79
1557 e) VKM Gardening (Mr P J Mann): July-Dec 2013 (car park, shelters, V Hall garden etc)		229.95

Proposal: to approve payment of invoices listed: a) 1553 to e) 1557

Proposed: Cllr C Keeble **Seconded:** Cllr M Stevens **Vote:** all in favour

15. Reports of Other Business (not itemised): *to be included on next agenda, if necessary.*

Cllrs reported of an accident in Lings Lane which had caused the Lane to be closed for some time. Hollow Lane was still closed due to a tree had fallen tree.

16. THE NEXT PARISH COUNCIL MEETING – Tuesday 4th February 2014 in the VILLAGE Hall

There being no further business the Chairman thanked everyone and closed the meeting at 8.45pm.

Signed *David Cordle*.....

Date04/02/2014.....

These minutes were agreed to be a true record and were signed by the Chairman, Cllr David Cordle at the meeting held on 4th February 2014.