

**MINUTES OF THE CHELMONDISTON PARISH COUNCIL MEETING HELD ON
TUESDAY 3rd JUNE 2014 IN THE VILLAGE HALL AT 7.30 pm.**

Present: *Councillors:* David Cordle, R Kirkup, A Fox, C Keeble, M Stevens, B Walker, John Deacon, J Hawkins and S Chicken

In attendance: Fran Sewell - Parish Clerk

Public: SCCLlr David Wood and 1 resident

1. **Welcome by Chairman:** *Cllr David Cordle* welcomed everyone and opened the meeting at 7.30pm.
2. **Apologies for Absence:** apologies were received from Dot Cordle - ill. Apology accepted. PCSO 3092 Joanne Adams had sent in an apology, as she was unable to attend.
3. **Dispensations:** *to consider requests* AND **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 Annual meeting held on 6th May 2014*
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 by the Chairman.
5. **Matters Arising:** *to report on matters arising from the Annual meeting on 6th May 2014*
 - 5.1 **Item 12.1 - 5 Millfield:** The applicant turned the property down and another applicant had been selected.
 - 5.2 **Item 12.5 - Neighbourhood Watch Scheme 122:** as far as we are aware nobody has stepped forward to take over as co-ordinator.
6. **Public Participation Session:** *for the public to talk to Cllrs about items on the agenda*
The Resident attending had come to observe.
7. **REPORTS:** *to receive reports (if available) from*
 - a) **Safer Neighbourhood Team:** *e-mailed report* - 1 crime for May
Interference with a motor vehicle at Pin Mill: Window removed but no tools taken as perpetrators were disturbed by the alarm. This has been linked to similar crimes on the same night in Washbrook and Bentley where work vehicles were targeted and tools stolen. She will give the playing field extra attention following dog fouling reports.
 - b) **County Councillor:** *Dave Wood reported* - planning applications
Solar Park - the application at Tattingstone has been turned down by the Inspector.
92 pitch camp site at Alton Waters (Change of use of agricultural land) is waiting on a decision. Concerns raised as it will not be manned 24/7
78 dwellings at Holbrook- including 27 affordable housing units is waiting on a decision.
HMS Ganges - still waiting on further news re s106 agreement.
All of these developments, if they all go ahead, will make a big difference to the traffic on the B1456.
Broadband: most of the roll out within the areas will be completed by the end of the month. Chelmondiston is not included in this. By 2015, 95% of rural areas in Suffolk will have improved Broadband. From September further grants will become available and David will be following this up.
 - c) **District Councillor:** *John Deacon reported*
Accommodation Review - A review of the joint accommodation (internal and public-facing) requirements of BDC/MSDC is underway. Results of the review are expected to be published by end-Summer 2014.
S106 - Spending Rule Changes - The criteria for spending s106 funds in relation to recreational facilities have now been relaxed to include repairs & maintenance, (as well as new capital spend). The definition of 'recreational' has also been relaxed to allow e.g. repairs/upgrades to community centres / village halls where sports or other recreational activities are carried out. There is currently some £500K of s106 funding available, and it is hoped that these rule changes will enable more take-up.

Rural Housing Policy - Consultation. This draft policy (supplementary to the recently adopted Core Strategy) is currently in its consultation phase, with responses required by later this month. The policy covers criteria for developments in 'Hinterland' villages, and is relevant to all villages on the Peninsula.

Strategic Plan - The BDC/MSDC strategic plan for the period 2014-2019 is currently being worked-up. Priorities will include Housing, Economic Growth, Maintaining the Environment, Developing Safe & Healthy Communities, and improving Communication with the Community. More details to follow as available.

Community Infrastructure Levy (CIL) - Consultation. A new form of levy (CIL) on developments will soon be in place. This is an alternative to the current s106 funding requirement. It is expected that CIL will be used for smaller developments, with s106 reserved for larger schemes. CIL is a flat-rate levy, and can be used for a wide range of (community-agreed) infrastructure initiatives. Consultation on the CIL rate and infrastructure list is ongoing, with responses required in July.

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 13/05/2014 meeting. (See Minutes)

APPLICATIONS

B/14/00428/ FUL - Land adjacent to Meadow Close, Chelmondiston IP9 1HQ

Change of Use of soft landscaping area to hard surfaced area to provide enlarged car parking area. The Committee recommended SUPPORTING the application.

DECISIONS

B/14/00262/FHA/JP - 'Blackthorns', 8 rectory Field, Chelmondiston IP9 1HY

Erection of a single-storey rear extension; raised decking area adj. to north side elevation; pergola to front elevation; alterations and garden shed.. Babergh DC GRANTED permission.

B/13/01507/FUL/AS - Red Lion Inn, Main Road, Chelmondiston IP9 1DX

Change of Use - Conversion of out building into holiday accommodation

Babergh DC GRANTED permission.

B/14/00062/FHA - Lark Cottage, Pin Mill, Chelmondiston, IP9 1JS

Erection of garden room & extensions to existing garage. Installation of oil tank.

Cladding to front of 2-storey extension. Erection of front canopy. Alteration to existing windows, as amended 31/03/14. Babergh DC GRANTED permission.

Foreshore Developments: The Committee had been presented with further information and photos from a Resident and the Clerk was to respond to Babergh DC.

- b) Village Hall:** Cllr Keeble reported on 14/05/2014 - election of members and annual accounts adopted. On the 21/05/2014 meeting the flat roof repairs were agreed (between £2,000-£3,000). They will be seeking quotes for internal decorations. Discussed the telephone connection for the Emergency Plan.
- c) Footpaths, Trees & Hedgerows:** both the strimmers were in need of repair with wheel problems. Cllr Stevens had confirmed with Bartrams that they were under guarantee. He would take them in for repair.
- d) Playing Field:** The new mower was in use. Cllr Kirkup commented on the good condition of the field.
- e) Village Amenities:** Cllr Keeble confirmed that concerns had been received regarding a tree on Woodlands with overhanging branches but this had been seen to by Babergh DC.
- g) Pin Mill Bay MCIC:** A meeting had been cancelled. Cllr Kirkup reminded the Chair to ask about the Parish Council having sight of the Company's minutes. The Company Chairman, Mr Hurren had said he would take the matter to the Board.
- f) Village Design Statement Group (VDS):** Cllr Kirkup reported - 2 copies of the Draft were still missing. Responses were still being accepted. They would be discussed at their next meeting on 19th June and she would report back at the next meeting of the Parish Council.
- g) Clerk's report:**
Infrastructure Levy (CIL): a Public Consultation. See Circulation bag. Deadline for a response was now 18th July 2014. Will agenda for July meeting.

Rural Housing Policy & Core Strategy Policy CS11: a Public Consultation. Babergh will be adopting this as Supplementary Planning Document (SDP). Cllr Kirkup has commented. Deadline for a response is 24th June 2014.

BT Telephone Kiosk at Pin Mill: Complaints received of how dirty it is and that the handset has been removed so that the phone is not operable. Clerk has contacted BT.

Clerk's Networking Day 4th June: Clerk will attend.

Pavements: UPDATE- Suffolk CC had confirmed that they were seeking to resurface the footway from the school down to the shops and the link footway up to St Andrew's Drive. Bruce Miller had taken a petition with photographs to Suffolk CC (Mr Merry) regarding the footway between St Andrew's Drive and the Main Road. SCCllr David Wood confirmed that he would chase this up. Cllr Chicken reported that the bollards outside of Suffolk House needed repairing.

Commemorative Plaque: Jubilee Garden Clerk has still to proceed with this.

Emergency Plan: Cllr Deacon reported that changes were being made on the management side. They needed a slightly larger team. The updated plan required ratification by the Parish Council. It was agreed to have a meeting at 7pm before the PC meeting, to go through the plan prior to ratification.

9. CORRESPONDENCE: *to respond to correspondence received and to take any action deemed necessary.*

9.1 Suffolk Coastal DC: *Community Infrastructure Levy - Public Consultation 6 week consultation from 21st May to 2nd July. See Suffolk Coastal DC website.*

9.2 St Elizabeth Hospice: *Donation request*

9.3 Babergh DC: *Fly-tipping - e-mail to inform that BDC will not continue to collect fly-tipping outside of the Waste Centre as it is seen to be the responsibility of the owner/lease holder of the site.*

9.4 Playing Field: *letter regarding an incident with dogs, which led to an exchange of misinformation on Shaun's Shorts (Facebook), which was later removed. Clerk has responded.*

9.5 The Landscape Group: *Road Sweeper will be in the area W/C 9th June 2014.*

9.6 Babergh DC: *Tree Works at Pin Mill Car park; completion by the end of June.*

9.7 Circulation Bag

SALC: * *Area Meeting (Report-June) * Minutes -3rd March 2014 meeting.*

* *LAIS -Up2Date (140512) *LAIS (1366) Transparency Code*

Babergh DC: * *Town & Parish Council Newsletter (May 2014) *Community Infrastructure Levy - Consultation.*

Suffolk Coast & Heaths AONB: *Renewable Energy*

Sudbury & District CAB: *Key Achievements for 2013-14*

Department of Communities & Local Government: *Filming and Reporting at Meetings.*

Parish Council: * *DRAFT Minutes of the Annual Parish Meeting * Internal Audit report 2013-14 Dog Control Orders & Offences.*

10. LOCAL NEEDS HOUSING SURVEY: *to appoint a Working Group*

The Clerk had been advised by Community Action Suffolk (CAS) that Council should appoint 3-4 Cllrs to form a Working Group in order to proceed with the survey and the possibility of having Affordable Housing. Once set up, a meeting with CAS would be convened to take matters forward.

Proposal: to appoint Cllrs R Kirkup, J Deacon, C Keeble with Clerk attending, to a Local Housing Needs Working Group (Affordable Housing).

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

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

Clerk reported that there had been a large amount of fly-tipping. Someone had dumped bathroom furniture and builders' bags full of tiles and rubble. Mr Nunn had cleared up. Cllr Roberts had been in contact with Babergh DC who informed him that removal of any rubbish dumped beyond 1 metre off the highway was the responsibility of the landowner. He was looking into CCTV cameras. Clerk would put an article in the Chelplin and the In Touch magazine.

12. PIN MILL: *to receive reports/proposals and to take any action deemed necessary.***12.1 Dinghy Park/Common.**

A resident had requested that the footpath behind Webb's Boatyard be cut. Cllr Stevens would speak with Mr Cooper. The resident also noted that dinghies were left alongside the footpath instead of being put in the racks. Clerk explained that many of the owners were not capable of putting the dinghies in the racks.

13. TELEPHONE LINE: *to consider the installation of a landline in the Village Hall*

It was considered, as the Parish Council had instigated the Emergency Plan and that a landline would be an asset to the Village Hall, it would be appropriate for the Council to pay or to contribute towards the installation of the line and for the line rental.

Proposal: to proceed with the installation.

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

14. DOGS ON THE PLAYING FIELD: *to discuss issues raised*

Members of the playing Field Management Committee reported that they were unhappy about dogs on the field due to the mess they had to clear up. In the past they had also been subjected to verbal abuse when they had asked people with their dogs to leave. It was appreciated that responsible dog owners have been penalised due to the antisocial behaviour of others.

The Chairman said he would be very happy to go and speak with people if they continued to flaunt the rule.

It had been suggested that a byelaw banning dogs from the playing field would be appropriate but you are unable to make a byelaw in relation to an offence, which can be prescribed in a Dog Control Order. (See Circulation bag for The Dog Control Orders and Offences documents). The Chairman suggested that all Cllrs look through them. Prior to Control Orders being put in place the Council would need to consult with the public and the District Council. However, these orders were to be replaced later this year by the Public Space Protection Orders; consequently Council has been advised to wait before taking any further action. The Dog Fouling of the Land Act 1996 is still in existence, so it is already an offence not to clear up after your dog.

It was suggested that Shaun's Shorts could be used to advertise the Parish Council and the work the Cllrs did.

15. FINANCIAL ITEMS:**15.1 Annual Accounts 2013-14 (Annual Return Form)****a) Internal Audit:** *to consider Report and to take any action deemed necessary*

SALC had submitted a report dated 15/5/2014. There were no recommendations.

Comment made: The accounts were well presented for auditing purposes.

The Annual Return Section 4 had been signed and dated 15/05/2014 by the internal auditor. The Return will be sent to BDO (external auditor) with the relevant papers.

15.2 RFO's Monthly Report: - May - Bank Reconciliation

500127	Dinghy Permits: (5)	80.00	07 May
	Community Council (Rent)	10.00	
	Lloyds Bank: Interest	2.26	09 May
500128	Chelmo Waste Centre: CASH (6 wks)	243.00	15 May
	Whip Street Motors (Metal)	124.00	
	Dinghy Permits: (3)	48.00	
500129	Dinghy Permits: (10)	160.00	27 May
		£667.26	
BALANCE on 31st MAY 2014	Ear marked	(included within total credit)	
Un-presented chqs:	000.00	2,000.00	Household Recycling Centre
Treasurers Account	1,357.88	5,342.00	Playing Field (<i>Res-precept</i>)
Business Instant Access Acc.	<u>51,883.54</u>	<u>325.00</u>	Tennis Courts (<i>ear marked</i>)
Total (in credit)	£54,241.42	£7,667.00	

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

1589	a) Mr S A Meacock: Grass Cutting - Pin Mill				72.50
1590	b) Chelmondiston Village Hall: Grant from Precept		2,070.00		
	Room Hire (£5, £14 £17)			22.00	2,092.00
1591	c) S Sacker (Claydon) Ltd: Skips(General)	355.40	71.08		426.48
1592	d) Suffolk Assoc. of Local Councils: (Internal Audit)	182.00	36.40		218.40
1593	e) Mrs F Sewell: Expenses- WH Smith-Stationery	8.32	1.67	9.99	
	Salary (May)			646.59	656.58
1594	f) Chelmondiston PCC: Grant for maintenance of Churchyard (as agreed)				150.00
1595	g) Chelpin Good Neighbours: Grant (as agreed)				160.00
1596	h) Suffolk Accident Rescue Service: Grant (as agreed)				30.00

Proposal: to approve payment of invoices listed: **a) 1589 to h) 1596**

Proposed: Cllr J Hawkins **Seconded:** Cllr S Chicken **Vote:** all in favour

16. Parish Meeting: to consider topics discussed

16.1 *Broadband - this was discussed with SCCllr David Wood

*Mobile phone mast - Cllr Deacon is pressing Suffolk CC who have suggested 'holding back' as they are in talks regarding a mast in the vicinity.

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

Cllr B Walker gave her apology as she would not be able to attend the next meeting.

18. THE NEXT PARISH COUNCIL MEETING – Tuesday 1st JULY 2014 in the VILLAGE Hall

There will be a CEP meeting beforehand at 7pm - all Cllrs to attend.

There being no further business to discuss the Chairman thanked everyone and closed the meeting at 9pm.

SignedDavid Cordle.....

Date1/07/2014.....

These minutes were agreed to be a true record and were signed by the Chairman, Cllr David Cordle at the meeting held on 1st July 2014.