

**MINUTES OF THE CHELMONDISTON PARISH COUNCIL MEETING HELD ON  
TUESDAY 5<sup>th</sup> AUGUST 2014 IN THE VILLAGE HALL AT 7.30 pm.**

**Present:** *Councillors:* David Cordle, C Keeble, M Stevens, J Hawkins, B Walker and R Kirkup (later)

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

**Public:** SCCllr David Wood

1. **Welcome by Chairman:** *Cllr David Cordle* welcomed everyone and opened the meeting at 7.30pm.
2. **Apologies for Absence:** *to receive and consider apologies.* Cllr Chicken - work.  
Cllr Fox - family emergency. Dot Cordle - family emergency. Cllr Deacon - prior engagement  
Cllr Kirkup would be late.  
Apologies were accepted. PCSO Joanne Adams was unable to attend.
3. **Dispensations:** *to consider requests* AND **Declaration of Interests:** *to receive Pecuniary and Non Pecuniary Interests from Cllrs on items to be considered at this meeting*  
Cllr Stevens declared a pecuniary interest in **Item 15.8**, for reimbursement.
4. **Minutes of the Meeting:** *to agree minutes of the meeting held on 1<sup>st</sup> July 2014*  
Chairman was authorised to sign the minutes of the previous meeting of the Council, as a true and correct record of the proceedings.
5. **Matters Arising:** *to report on matters arising from meeting on 1<sup>st</sup> July 2014*  
None.
6. **Public Participation Session:** *for the public to talk to Cllrs about items on the agenda*  
None.
7. **REPORTS:** *to receive reports (if available) from:*
  - a) **Safer Neighbourhood Team:** None
  - b) **County Councillor:** *Dave Wood reported...* \*Review of Children's Centre Services - a public consultation on the proposal to reduce the number of buildings currently used to deliver such services. Services would be delivered from buildings alongside other like minded services to both improve the offer to families and to reduce overheads. Many services are already delivered from community venues. Dave recommended the PC respond to the consultation.  
\*Sunday and Bank Holiday Bus Service - a new 202 sponsored service between Ipswich and Shotley Gate from 3<sup>rd</sup> August until end of December 2014. Operated on Suffolk CC's behalf by Hadleigh Community Transport. Notices to be put up.

*Cllr R Kirkup arrived and took her place at the table.*

- c) **District Councillor:** *John Deacon - written report* (See Circulation bag and website)  
\*Helping people resist 'loan sharks' Many people on low incomes – including pensioners – are taking out expensive loans for utility items. Less than one in five of those surveyed had heard of the Suffolk Credit Union, which offers low interest loans. Babergh and Mid Suffolk are sharing the costs of employing two people on fixed term contracts to help tackle some of these issues. There will be pilot schemes on the Shotley Peninsula and Sudbury & Cornard.  
\*Changes to the way you register to vote - New applications (as from June 2014) include the need to provide a National Insurance number, and rather than registration being on a 'household' basis it is individuals that register. More details are available from the 'Your Vote Matters' website [here](#).  
\*Campaign to reduce food waste - The Suffolk Waste partnership has recently launched this campaign. On average every household throws away 20% of the food we buy at a cost of £700 per year. More details: <http://www.suffolkrecycling.org.uk>  
\*Ash Dieback Road-show - Events have been organised (19:00 -21:00) on August 12<sup>th</sup> (Mendlesham) and August 26<sup>th</sup> August (Hadleigh) to help highlight the looming problem of Ash Dieback Disease (*Chalara fraxinea*).  
\*New-build programme - BDC has the opportunity to bid for funds from the HCA (Homes & Communities Agency) to enable new homes to be built. BDC must meet some conditions including committing to increase a small percentage of the new rents for council-owned properties to 80% of the private market rate. Existing tenancies would not be affected. The additional contributions, together with the HCA grant would enable new homes to be built, five in this first bidding round.

- 8. REPORTS FROM... Committees/Representatives of other Committees/Groups/Meetings:**  
*to receive reports and requests and to take any action deemed necessary.*
- a) **Planning:** July meeting cancelled, as no applications.  
 \*HMS Ganges - If no agreement is reached by end of August on s106 contributions, it is likely that the application will be returned to Babergh's planning committee for reconsideration.
  - b) **Village Hall:** No meeting
  - c) **Footpaths, Trees & Hedgerows Working Group:** No meeting.
  - d) **Playing Field:** Safety Inspection had been completed. Some recommendations had been made but generally the field/equipment was considered to be in good order. Clerk to have a copy of the report. Cllr Kirkup offered congratulations to the Management team for such a positive response from the inspector.
  - e) **Village Amenities:** \*Brown Bin - Jubilee Garden had been delivered by Babergh DC. It will be kept at Orwell Stores. \*Plaque for Jubilee garden - in hand.
  - f) **Pin Mill Bay MCIC:** no meeting
  - g) **Village Design Statement Group (VDS):** No meeting.
  - h) **Local Housing Needs Working Group:** 9<sup>th</sup> July meeting - with Sunila Osborne (Housing Needs Enabler, CAS). The survey questionnaire consisted of 3 parts: 1. General information, 2. Current household needs, 3. Returning to or wishing to live in the parish. It was made clear that all information provided will be treated in the strictest confidence and will only be used for identifying the type of tenure, which would be suitable for the applicant. A letter from the PC and an information document from CAS explaining about Rural Exception Sites and Local Housing Needs Surveys, along with the different types of affordable housing, including Local Market Housing would accompany the survey questionnaire. Date for the questionnaires to be returned is 30<sup>th</sup> September 2014.  
**Final Survey Report ... to be expected in February/March 2015**  
 a) *The Summary Report* - contains generic information e.g. number of surveys returned; number of people in need; what type of accommodation is required.  
**This report can be distributed within the parish.**  
 b) *The Full Report* - CAS retains the copyright and **it is not to be disclosed.** It can be used as evidence in planning applications.
  - i) **Clerk's report:** \*Telephone kiosk at Pin Mill - has been repaired and cleaned.  
 \*Elections 2015 - A reminder!
- 9. CORRESPONDENCE:** *to respond to correspondence received and to take any action deemed necessary.*
- 9.1 Wilcox & Co Ltd:** *payment terms* - new terms... 45 days from the receipt of an invoice.
  - 9.2 Vitalize:** *donation request*
  - 9.3 SALC:** *Successful relationships with the media* - course on 12<sup>th</sup> September.
  - 9.4 SALC:** *Consultation on Children's Centre Services* - The deadline for responses is 16<sup>th</sup> October 2014. The decision will then be taken by SCC Cabinet on 9<sup>th</sup> December 2014 and any changes would be implemented from April 2015. See Suffolk website.
- 9.5 Circulation Bag:**  
**Woolverstone News:** *paper*      **Clerks & Councils Direct:** *magazine*  
**The Pin Mill Residents Association:** *minutes/notes from meeting on 21/07/2014*  
**Babergh/Mid Suffolk DCs:** *Town & Parish Council Newsletter*  
**News from the District:** *Report from Cllr Deacon*      **Fly-tipping:** *Reports*  
**Local Council Public Advisory Service:** *e-mail information*
- 10. RECYCLING CENTRE:** *to consider reports and to take any action deemed necessary.*
- 10.1 Fly-tipping** - On 12<sup>th</sup> July a large amount of 'material' was dumped outside of the Centre. After an investigation of the contents an address was found from where the rubbish came. The people who dumped the rubbish were contacted. The rubbish was removed. The 'case' is now in the hands of Babergh DC. A big thank you to Alan Nunn and Morley Stevens for their work in tracking down the offenders. A report has been submitted to Babergh DC.

**11. Local Council Public Advisory Service:** *to discuss/consider new service*

A new business set up by an ex deputy CEO of SALC, which has been framed to be able to deliver services to all Local Authorities and County Associations of Local Councils. This enables it to be competitively priced at £100 per annum. There are 10,000 local councils in England and to date only two support agencies. The new service can very much compliment SALC or stand alone and replace it.

The Clerk thought that consideration should be given to this for 2015. *See Circulation bag.*

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

**12.1 Dinghy Park / Common /Grindle:** The Grindle has been cleared

**12.2 Flood Alleviation Scheme** - *report on Residents Association meeting. See Circulation Bag Meeting attended by residents, Jeff Horner and Steven Halls from Suffolk CC Flood Alleviation Team. Clerk attended with Cllr Deacon. Cottages and gardens had been flooded with contaminated water following a flash flood on 20/07/2014. Anglian Water had been notified.*

*\*The tidal bund on the Common was considered by the Residents not to be fit for purpose at the 'ends'. Suffolk CC would look into this. Obtaining Legal Protection for the Tidal Bund was in hand and paperwork would be sent to the PC.*

*\* Possible Grindle bank collapse by King's Yard: Kings Yard was aware of the problem. The Chairman of the Residents' Assoc to speak with Gus and Mr Richardson prior to any further action being taken.*

The performance of the upstream assets was discussed between the residents and Jeff and Steven.

*Overall comments:*

The Residents considered that the drop boards should be left off and repositioned on high tides of 4m and over and when heavy rain was forecast. This would encourage more water to travel down the narrow channel running alongside River View. It was suggested that the outflow pipe from the pond be turned up more at high tides so as to retain more water.

The Association resolved to change its name to **The Pin Mill Grindle Residents Association.** Cllr Deacon thought it would be extremely helpful if there was an overall plan of the works and all relevant infrastructure – overflow pond / diversion boards / diversion channel/ grindles / cottage streams/ cottage pumps /flaps/ exit to river/ bund/ etc, etc. He is strongly of the view that for everyone’s benefit such a diagram/document should be drafted and agreed by the Resident's Assoc, as soon as possible.

**13. STANDING ORDERS:** *to review/amend/adopt, as suggested by NALC*

The Clerk had made suggestions on a copy of the Orders which had been passed around to Cllrs for further comments prior to the meeting.

Several points were discussed and agreed upon.

**Proposal:** to adopt the new Standing Orders as presented by NALC with appropriate amendments.

**Proposed:** Cllr David Cordle **Seconded:** Cllr R Kirkup **Vote:** all in favour

Clerk would draw up the S.O. with amendments and give copies to all Cllrs.

**14. SPRAYER:** *to consider purchase of knapsack pressure sprayer.*

*Cllr Stevens requested that a sprayer be funded by both parties, the Playing Field Management Cttee and the Parish Council.*

**Proposal:** to purchase a sprayer for a maximum of £100. The cost to be split 50/50 between the parties mentioned.

**Proposed:** Cllr R Kirkup **Seconded:** Cllr C Keeble **Vote:** 4 in favour 2 abstentions  
(Cllrs Stevens & Hawkins)

**15. FINANCIAL ITEMS:**

**15.1 RFO’s Monthly Report:** - July - Bank Reconciliation

<b>500132</b>	<b>Dinghy Permits (5)</b>	<b>80.00</b>	<b>03 July</b>
	<b>JMP Wilcox Co Ltd (Media)</b>	<b>39.50</b>	
	<b>Lloyds Bank Interest</b>	<b>2.00</b>	<b>09 July</b>
<b>500133</b>	<b>Chelmo Waste Centre CASH (6 wks)</b>	<b>250.00</b>	<b>31 July</b>
		<b>£371.50</b>	

<b>BALANCE on 31<sup>st</sup> JULY 2014</b>		<b>Ear marked</b>	<b>(included within total credit)</b>
<b>Un-presented chqs:</b>	<b>000.00</b>	<b>2,000.00</b>	<b>Household Recycling Centre</b>
Treasurers Account	902.35	5,342.00	Playing Field ( <i>Res-precept</i> )
Business Instant Access Acc.	48,587.74	325.00	Tennis Courts ( <i>ear marked</i> )
<b>Total (in credit)</b>	<b>£49,490.09</b>	<b>£7,667.00</b>	

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

<b>1602 a) Mr S A Meacock:</b>	<i>Grass Cutting - Pin Mill</i>				<b>72.50</b>
<b>1603 b) VKM Gardening:</b>	<i>Chq made out to P J Mann - Gardening (Jan-June 2014)</i>				<b>239.92</b>
<b>1604 c) Chelmondiston Village Hall:</b>	<i>Room hire (3 @ £14 May/June)</i>				<b>42.00</b>
<b>1605 d) InkXpress:</b>	<i>Printer inks</i>	11.33	1.67		<b>13.00</b>
<b>1606 e) S. Sackers (Claydon) Ltd:</b>	<i>Green skip</i>	262.00	52.40	314.40	
	<i>General waste</i>	<u>399.40</u>	<u>79.88</u>	<u>479.28</u>	
		661.40	142.28	793.68	<b>793.68</b>
<b>1607 f) Mrs F Sewell:</b>	<i>Expenses- WH Smith-Stationery</i>	4.41	.88	5.29	
	<i>Salary (July)</i>			<u>646.59</u>	<b>651.88</b>
<b>1608 g) David Fisher:</b>	<i>Grindle Clearance</i>				<b>60.00</b>
<b>1609 h) M Stevens:</b>	<i>reimbursement strimmer line</i>	16.67	3.33		<b>20.00</b>
<b>Total</b>					<b>£1,892.98</b>

**Proposal:** to approve payment of invoices listed: **a) 1602 to g) 1608**

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

**Proposal:** to approve payment of invoice listed: **h) 1609**

**Proposed:** Cllr C Keeble      **Seconded:** Cllr B Walker      **Vote:** 5 in favour 1 no vote  
(Cllr M Stevens)

**16. Reports of Other Business (not itemised):** to be included on next agenda if necessary.  
None.

**17. THE NEXT PARISH COUNCIL MEETING – Tuesday 2<sup>nd</sup> September 2014** in the VILLAGE Hall

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

Signed .....David Cordle.....

Date .....02/09/2014.....

These minutes were agreed to be a true record of this meeting and were signed by the Chairman, Cllr David Cordle at the meeting held on 2<sup>nd</sup> September 2014.