

MINUTES OF THE CHELMONDISTON PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL ON TUESDAY 2nd JUNE 2015 AT 7.30pm

Present: *Councillors:* David Cordle, R Kirkup, A Fox, J Hawkins, C Keeble, M Stevens, B Walker, Dot Cordle and D Barwick

In attendance: Fran Sewell - Parish Clerk **Public:** SCCllr David Wood and 2 residents of the parish.

Abbreviations: **Cllr:** Councillor. **PC:** Parish Council. **BDC:** Babergh District Council. **SCC:** Suffolk County Council. **BDC/MSDC:** Babergh District/Mid Suffolk District Councils. **CAS:** Community Action Suffolk. **PMBMCIC:** Pin Mill Bay Management Community Interest Company. **SALC:** Suffolk Association of Local Councils. **LCPAS:** Local Council Public Advisory Service **CEP:** Community Emergency Plan. **VDF:** Village Development Framework

The Council and members of the public were reminded that they may record/film/photograph or broadcast the meeting when the public and the press were not lawfully excluded.

1. **Welcome by Chairman** and to receive and consider **Apologies for Absence:** Cllr David Cordle opened the meeting at 7.35pm and welcomed everyone. **Apologies** were received from Cllr John Deacon and accepted. Cllr Chicken had sent an apology to the Clerk for missing the previous meeting due to work. DCllrs Derek Davis and Peter Patrick sent their apologies, as they were unable to attend.
2. **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*
None.
3. **Minutes of the Meeting:** to agree minutes of the Annual meeting held on 12th May 2015
These minutes were taken as read and the Chairman was authorised to sign them, as a true and correct record of the proceedings.
4. **Matters Arising:** to report on matters arising from the Annual meeting on 12th May 2015
None.
5. **Public Participation Session:** for the public to talk to Cllrs about items on the agenda
The 2 residents were present to observe only.
AND to receive REPORTS (if available) from:
 - a) **Safer Neighbourhood Team:** No report
 - b) **County Councillor:** David Wood reported - Mark Bee, the Leader, has stood down. Colin Noble has been voted in as the new Leader and has introduced a new Cabinet of 9 Members. David is to continue with Suffolk Coasts and Heaths for another 2 years at least.
 - * *Ganges* - s106 agreements have been signed.
 - * *Freston Crossroads* - £50,000 has been agreed for the redevelopment.
 - * *Traffic speeds* - David will be working with Highways in seeking to get a 40mph limit from the bottom of Freston Hill through to Woolverstone. He will be insisting that ALL parishes be consulted prior to any speed restriction developments being implemented. Questions were asked about the possibility of extending the 30mph limit from Chelmondiston to just past Bylam Lane and/or having a 40mph between Chelmondiston and Woolverstone. A discussion followed and David asked whether the Council would consider writing a letter of support for a speed restriction. This letter would be required very quickly.**Proposal:** to request a 40mph limit between Monkey Lodge (Freston Hill) to Woolverstone and then from Woolverstone to Chelmondiston.
Proposed: Cllr David Cordle **Seconded:** Cllr R Kirkup **Vote:** all in favour
 - * *Community Speed Watch* - David suggested that Council talk about the scheme again.
 - * *Broadband* - Chelmondiston has NOT been included in the programme. Part of Woodlands has been incorporated within the Woolverstone set up. The remainder of the programme is scheduled to be released in September. It was considered that pressure should be put on the provider.
 - c) **District Councillor:** report sent in from Derek Davis - * *Household Recycling Centre* - Derek had spoken with a BDC officer who would be delighted to visit the site and speak with the PC regarding funding matters.
 - * *Affordable Housing* - he is making arrangement to meet with the appropriate people in due course.

- 6. REPORTS FROM... Committees/Representatives of other Committees/Groups/Meetings:** *to receive reports and proposals/requests and to take any action deemed necessary.*
- a) **Planning Cttee:** No meeting.
- b) **Village Hall:** *Cllr Keeble reported on 20/05/2015 AGM - The same Trustees as last year were elected. Chairman: Pat Lakey. Treasurer: Patrick Mann.*
The main switch for the lighting circuit is to be replaced. Damp in Green Room and near the main door to be investigated.
- c) **Footpaths, Trees & Hedgerows:** Meeting next week. FP50 finished. Cllr Fox reported that following works carried out on the coastal path in the woods by the houseboats, a drainage culvert (channel), several metres long had been dug out and boarded but left open. Possible hazard to walkers. Would report situation at next meeting.
- d) **Playing Field:** *Cllr Hawkins reported that he had obtained costs from the internet re a table tennis table. Cost of a metal table varied from £580 to £700. The Cttee would like the Parish Council to go ahead with the purchase.*
Cllr Stevens reported, the Firearms Officer would look over the field re rabbit shooting on Thursday 4th June.
- e) **Village Amenities:** **seats Pin Mill - The Community Payback Team had run out of stain so the job had not been completed. They would return to finish it when the PC brought more stain etc.*
- f) **Pin Mill Bay MCIC:** No meeting g) **VDF-WG:** Next meeting on 4th June 2015
- h) **Clerk's report:** **Register of Interests - completed for some Cllrs, on line. All paper copies to be with BDC by 5th June 2015.*
** Cllrs' Election Expenses Form: Sent to BDC and receipt confirmed.*
** Town & Parish Liaison Meeting: Thurs 11th June 10am or 6.30pm Hadleigh United Football Club. Cllr Kirkup & Clerk to attend.*
** PCC Tim Passmore: - Public Meeting - Hadleigh Town Hall 10th June 6.30pm*
** Car Park: granite chippings - Chairman and Clerk to arrange a date. Notice of closure of car park to be displayed.*
** Safer Neighbourhoods - 20th May meeting only 10 members of the public attended at Pinewood. See Circulation bag. Clerk had emailed, suggesting that they consider arranging a meeting at Shotley, as the peninsula appeared to be overlooked. The next meeting was scheduled for 22nd July at Brantham Leisure Centre.*
- 7. CORRESPONDENCE:** *to respond to correspondence received and to take any action deemed necessary.*
- 7.1 Babergh DC:** *Leader/Portfolio Holders - Conservatives won 31 seats. 23 new Cllrs were elected. Whilst maintaining the committee system, they have renamed the previous 'Lead Member' roles as Portfolio Holder positions, to be in line with Mid-Suffolk DC. Cllr Jenni Jenkins is Leader with Cllr Nick Ridley as Chairman.*
- 7.2 Community Emergency Planning:** *Training programme- See Circulation bag*
- 7.3 LCPAS:** *Welcome letter/ Training - Clerk would look at training sessions.*
- 7.4 Stour & Orwell Society:** *Invitation - Summer Party 18th June at Tattingstone. Chairman unable to attend.*
- 7.5 Circulation Bag**
Safer Neighbourhoods: *minutes of public meeting on 20/05/2015*
SALC: *Babergh Area Meeting * Minutes of meeting on 20/03/2015 * Report to Area Meetings June 2015*
Community Emergency Planning: *Training information*
Babergh DC: *Leader/Portfolio Holders*
SALC: *Internal Audit Report + signed copy of pg 5 of Annual Return*
- 8. Recycling Centre:** *to consider reports and to take any action deemed necessary.*
The Chairman, Cllr Deacon and the Clerk to attend a meeting with Steve Palfry, Head of Waste at SCC on Frid 5th June 2015, to discuss the possibility of funding.
- 9. PIN MILL & Dinghy Park:** *to receive reports/proposals and to take any action deemed necessary.*
Cllr Chicken and Cllr Stevens to check and service the flood flaps.

- 10. Affordable Housing and the Local Needs Housing Survey:** (WG report) *update if available*
On going, some matters to be discussed at the VDF meeting.
- 11. Playing Field:** *update on picnic table and future Grant for equipment if available*
Clerk has informed the Cttee of the donation of a table by the PC. In hand. She would be looking at grant availability. SCCllr Wood kindly offered to help with his Locality Budget.
- 12. De-fibrillator:** Clerk had been contacted by East of England Co-op and had mailed the contact at East Anglian Ambulance for further information. She would follow this up.

13. FINANCIAL ITEMS:

13.1 Annual Accounts 2014-15 (Annual Return Form) *Accounts were to be made available to the public from 8th June to 3rd July 2015 - notice on board.

Internal Audit: *to consider Report (prepared by SALC) and to take any action deemed necessary*

No recommendations were made. All was in order. The Auditor had signed the Annual Return Form, which was shown to Cllrs. See Circulation bag.

The Clerk had collated the addition papers required for the extra Intermediate Audit (BDO) with explanations where necessary and had signed the document. (Shown to the Chairman). These papers along with the Annual Return would be sent to BDO, before 6th July 2015.

13.2 RFO's Monthly Report: - May - Bank Reconciliation *Paid in* **Total £393.26**

Lloyds Bank: Interest May	2.76	09 May
500173 Dinghy Permits: (4 chq & 1 cash)	80.00	22 May
Chelmo' Recycling Centre: Skip Days cash	165.00	"
Whip St Motors (Metal)	145.50	"

BALANCE on 31st May 2015

Un-presented chqs:	509.00	<u>Reserved</u>	(included within total credit)
Treasurers Account	2,004.79	2,790.00	Household Recycling Centre
Business Instant Access Acc.	57,109.92	8,291.00	Playing Field (<i>Precept</i>) - play equip.
		650.00	Tennis Courts
		<u>500.00</u>	Housing Needs Survey
Total (in credit)	£59,114.71	£12,231.00	

To pay in: Permits £32; JMP Wilcox (Textile) £78; Skip Day (cash) £111 = £221

13.3 BT - Direct Debit Mandate: *to consider and sign if agreed*

Proposal: for 2 cheque signatories to sign the mandate.

Proposed: Cllr A Fox **Seconded:** Cllr M Stevens **Vote:** all in favour
The Chairman and the Vice Chairman signed.

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

			Figures [] = VAT
1689 a) S A Meacock: Pin Mill Grass Cutting etc.			72.50
1690 b) Mrs F Sewell: Salary (May)		658.54	
Expenses: (Stationery)	4.96	[0.52]	<u>5.48</u> 664.02
1691 c) Chelmondiston Village Hall: Room hire (April)			17.00
1692 d) Peninsula Tree Services: FP 50 (£75.00 + £25 Weed spray)	100.00		
Recycling Centre - grass cut			<u>30.00</u> 130.00
1693 e) Local Council Public Advisory Service: Membership (2015-16)			100.00
1694 f) Suffolk Assoc of Local Councils: Internal Audit	185.00	[37.00]	<u>222.00</u>
			£1,205.52

Proposal: to approve payment of invoices listed: **a) 1689 to f) 1694**

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

14. Donations: *to discuss which Charities to donate to as per precept budget*

The Clerk handed Cllrs a list of the charities (under s137) that the PC had previously donated to plus some additional requests, along with a copy of the budget, as proposed for the precept. The list was also given to the members of the public. An amount of £400 had been provisionally set aside for these small donations. After a discussion on the budget and on the amount the PC was holding, it was considered that all the charities listed should receive a donation.

Proposal: to donate £30 to all the charities listed.

Proposed: Cllr C Keeble **Seconded:** Cllr A Fox

A second proposal was made.....

Proposal: to donate £40 to all the charities listed.

Proposed: Cllr R Kirkup **Seconded:** Cllr J Hawkins **Vote:** all in favour

The list would accompany the minutes. Total set aside: £640

Clerk would agenda payments for the July meeting with the exception of the British Legion (Poppy day wreath) and the Holbrook Academy (the PC Endeavour Award), which are paid later in the year.

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

None.

16. THE NEXT PARISH COUNCIL MEETING – Tuesday 7th JULY 2015 in the VILLAGE Hall

There being no further business, the Chairman thanked everyone and closed the meeting at 8.47pm.

Signed*David Cordle*.....

Date07/07/2015.....

These minutes were agreed to be a true record and were signed by the Chairman, Cllr David Cordle, at the meeting held on 7th July 2015.

Charities list attached below.

Section 137 Donation to Charities in financial year 2015-16. Considered at meeting held on 02/06/2015

1) Suffolk Accident Rescue Service (SARS)	£40
Immediate care at the scene of an accident, medical emergency or during the transportation to hospital. 24hr services. Main expenditure is on equipment issued to all doctors They run 2 SARS vehicles.	
2) Home Start South Suffolk & District (Home Start Babergh)	£40
Offers support for parents with young children-at least one child under 5yrs. Provides support in; 1) Home visits. 2) Family Groups where parents can met others with young children. Supporting families in Shotley and Chelmondiston. Supported 3 families over the past 3 years	
3) AVENUES EAST [Suffolk] - (OPTUA)	£40
Run by disabled people for disabled people. They offer a variety of services. • Leisure Activities • Advice & advocacy • Volunteer Service • Community Transport • Disability Awareness training • Supported Housing • Access Groups • Community Brain, Injury Services, Training & expenses. 2 main areas of support benefiting people from Chelmondiston and Shotley are the Leisure and the Advice & Advocacy services. Their annual games are held at the Royal Hospital School with cycling events at Alton Waters.	
4) East Anglia's Children's Hospital-EACH	£40
5) St. Elizabeth Hospice	£40
Support those with life limiting health conditions along with family & relatives. Provides In-patient, At-Home, Day Care & out-Patients services.	
6) East Anglian Air Ambulance	£40
Totally reliant on donations. Called to incidents 139 times in Suffolk during the past year. Operating cost £6m per annum.	
7) Headway Suffolk	£40
Operating 24/7. Case load increased 7 fold in 7 years. Hope to open satellites in Hadleigh, Eye, Mildenhall, Newmarket & Sudbury	
8) Suffolk Befriending Scheme	£40
Supporting vulnerable people (aged 16 yrs and over) & carers with learning disabilities. Trained volunteers, on a one to one basis. Weekly drop-in centres (one in Ipswich). A percentage of their running costs is provided by Suffolk Social Care.	
9) Suffolk Family Carers	£40
Support for people caring at home (based at Claydon). Save local government in Suffolk 707m every year. A number of Family Carers, access support from them in Chelmondiston	
10) Vitalise	£40
Provides respite care breaks for disabled people that enables their carers to have a rest. It costs Vitalise around £16,500 to subsidise disabled people and carers from Suffolk.	
11) AGE Concern Suffolk	£40
Several older people in Chelmondiston who are receiving Talkabout Suffolk and/or a service. Many clients in the area who have received help from the benefits Advice Service	
12) Magpas	£40
Award winning medical charity. Utilise 50 doctors & Paramedics. Known as Magpas Helimedix - on the spot medical care. No direct government funding. 23 in Suffolk over the last 2 years	
13) DAB - Ipswich Disabled Advice Bureau	£40
Serves Ipswich & surrounding areas and from Shotley westward to a line from Hadleigh to Stoke by Nayland.	
14) British Red Cross	£40
<i>To be paid later in the year</i>	
15) British Legion Poppy Day Appeal + (Wreath)	£40
16) Holbrook Academy: Parish Council Endeavour Award	£40
	£640