

MINUTES OF THE CHELMONDISTON PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL ON TUESDAY 3rd NOVEMBER 2015 AT 7.30pm

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

In attendance: Fran Sewell - Parish Clerk

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. **ICO:** Information Commissioners Office.

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

1. **Welcome by Chairman:** *Cllr David Cordle* opened the meeting at 7.30 and welcomed everyone. **Apologies for Absence** were received from Cllrs M Stevens and Dot Cordle; these were accepted.
SCCllr D Wood, DCllr D Davis sent in their apologies as they were unable to attend.
DCllr P Patrick also sent an apology.
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 meeting held on 6th October 2015*
These minutes, given to all Cllrs prior to the meeting were taken as read and were agreed to be a true record by those who had been present. The Chairman was given the authority to sign.
4. **Matters Arising:** *to report on matters arising from the meeting on 6th October 2015*
None that are not covered by the agenda.
5. **Public Participation Session:** *for the public to talk to Cllrs about items on the agenda*
No public present.
AND to receive REPORTS (if available) from:
 - a) **Safer Neighbourhood Team:** No report.
 - b) **County Councillor:** No report.
 - c) **District Councillor:** *Peter Patrick* who had intended to be present, spoke with the Clerk prior to the meeting in case he could not attend and submitted a written report, which covered:
 - * Major discussions were taking place about the future structure of the DC driven by financial concerns and the need to be more efficient.
 - * Identification of business opportunities to increase local wealth.
 - * Ways to increase the development of smaller groups of house building.
 - * Public Access - invitation to members who may have ideas or comments on the matter.
 (See Circulation Bag)
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:** *Report by Cllr R Kirkup on 27/10/2015 meeting (See Full Minutes)*
A request had been made to the PMBMCIC for a copy of the company's Certificate of Corporation 2010; Memorandum of Association and Articles of Association. The Chairman had corresponded with the Secretary of the company with an explanation for requesting the documents.
[Cllr Kirkup considered that the structure and operations of the company should be pursued. (See PC Circulation Bag).
Cllr David Cordle would take this to the next PMBMCIC meeting.]
APPLICATIONS
B/15/01367 - Waldamar, The Barges, Pin Mill, Chelmondiston, Ipswich IP9 1JW
Application for a Certificate of Lawfulness of an Existing Use - mooring of a vessel at this location for use as a houseboat.
A CLUED is NOT a planning application. Members looked through the information provided and confirmed that to the best of the Cttee's knowledge the houseboat had been moored in its position and in continual residential use for a period of over 10 years.
DECISIONS None.

- b) **Village Hall:** No meeting.
- c) **Playing Field:** *update on equipment purchase*
Grass protection Mats for the table-tennis table and paint for the equipment had been delivered. The Picnic table had been ordered and would be delivered shortly.
- d) **Footpaths, Trees & Hedgerows:**
- i) **Hedging in car park** - *update/costs* - Cllr J Deacon is looking into costs.
- ii) **Scattered Orchard Project** - Clerk has been in touch with the Tree Wardens again to confirm their availability and they have agreed to help organise the project. The forms have been completed and sent into Suffolk Coast & Heaths.
- e) **Village Amenities:** *Assets maintenance*
- i) **Notice board** - *update on maintenance* - Mr Latter had submitted an updated report on the condition of the notice board and his progress on the renovations. The board had been moved off site but would be back in position within the next week. Due to the extra work required the cost would be more than the original quote. This was accepted by Council.
- ii) **Seat** (Church Rd) *update on maintenance cost.*
There had been a misunderstanding regarding which seat had been quoted for: the seat outside Hollingsworth had been sanded down and oiled. Clerk understood that this had been donated by a resident to the community but she would verify this.
Mr Latter sent in a quotation with 3 options for the renovation of the seat at the junction of Church Road and St Andrew's Drive.
Proposals: to accept the 3rd option using green oak and treated with garden furniture oil along with stainless steel fixings, for an estimated £107.00
Proposed: Cllr A Fox **Seconded:** Cllr C Keeble **Vote:** all in favour
- f) **Pin Mill Bay MCIC:** *report if available.* Next meeting on 10th November 2015.
The Chairman will attend.
- g) **VDF-WG:** *update.* No meeting.
- h) **Housing Needs-WG:** *Update* - Visits to possible sites, scheduled for 5th November 2015
7. **Clerk's report:** *on actions required at previous meeting with reports on items for consideration.*
- * **Defibrillator** - Cllr Chicken confirmed that the East of England Co-operative Society did not have any more defibrillators available. The Clerk would look at other providers.
 - * **Parish Council Objectives** (for website). Following a discussion, Clerk would put together a piece to be circulated to Cllrs.
 - * **Finance meeting/precept** 23rd November at 7pm to discuss the budget/precept for 2016-17. Precept reminders had been sent to the V. Hall and the Playing Field Cttees.
 - * **Fly-tipping update** - reported near Pages Common: The matter has been fully investigated by BDC. The person concerned had removed the waste and was given a Fixed Penalty Notice, which had been paid. Matter concluded.
 - * **Tree at Jubilee Garden** - BDC had removed it. Clerk had spoken with Mr and Mrs Miller who suggested bulbs in the area and not another tree (roots pull up pavement etc.).
 - * **ICO** - Clerk had received information from LCPAS confirming, if you hold any individual's personal details for correspondence electronically, for council purposes, you would be required to register as a data controller with the ICO. There is an annual fee of £38. Clerk to organise.
 - * **CEP Emergency Boxes** - Cllr Walker confirmed that these were now in situ at the V. Hall and the Playgroup. Cllr Deacon suggested that there should be a review of the CEP at the end of the year.
8. **CORRESPONDENCE:** *to take any action deemed necessary on correspondence received.*
- 8.1 **Suffolk Constabulary:** *Information Evening Event* - a talk about the changes that will need to be made due to Government cuts. Thursday 10th December at 7.30pm at the Visitors Centre conference room, Landmark House, Ipswich IP1 5PF.
- 8.2 **Suffolk Coastal:** *Local Plan* - 2 plans for public consultation - closes 30th November.
Preferred Options - providing detail as to residential and employment allocations, retail and tourism provision along with areas for protection from development.
- a) *Site Allocations and Areas Specific Policies* b) *Felixstowe Peninsula Area Action Plan*
<http://www.suffolkcoastal.gov.uk>

- 8.3 Headway Suffolk:** *letter* - outlines the work of the local charity which offers rehabilitation, support and care to help those with an acquired brain injury, stroke or other neurological condition. Donation request. (See Circulation Bag).
- 8.4 SALC: HM The Queen's 90th Birthday Celebrations** - There will be major national events taking place in London over the weekend of 11th and 12th June. Letter from Lady Euston to encourage people (Town & Parish Councils) across Suffolk to show their support by holding their own festivities. Clerk to pass to the Community Council.
- 8.5 SALC: The Case for the Right of Appeal in the Planning Process**
[Discussed at the planning meeting.] SALC has a policy position that Town & Parish Councils should have a right of appeal against planning decisions to mirror the right of developers. A Staffordshire resident has initiated an on-line petition asking the Government to give PCs a limited right of third party appeal, which would ensure that particularly contentious decisions can be reviewed by the Planning Inspectorate. 10,000 signatures and the Government must publish a response but with 100,000 signatures, the proposal will get debated.
Link <https://petition.parliament.uk/petitions/110489> (See Circulation Bag)
- 8.6 JMP Wilcox: Textile collections** - letter regarding a price reduction from 16th November 2015 to £225 per tonne.
- 8.7 East Anglian Air Ambulance: Invitation letter** - to visit new premises on Wed 18th November between 12.30 and 14.30. Change of address and donation request.
- 8.8 Suffolk Partnership: Funding available** - A new grant scheme (up to £12,000) for **community green spaces**. Money raised from the 5p bag charge in Tesco stores (UK). 'Groundwork East' is administering the funding. Can be used for new 'pocket' parks, sports facilities, woodland walks and community gardens.
It was suggested that the grant could be used to provide plant boxes, which could be placed by the railing at the Jubilee Garden. Clerk would investigate whether this was possible.
- 8.9 Mr Watts: Pin Mill Common** - letter raising concerns of safety about the concrete blocks and rubble that had been left beside the Grindle on the foreshore. Chair to take to the PMBMCIC meeting.
- 8.10 Circulation Bag**
Clerks & Councils Direct: Magazine
Headway Suffolk: Letter - to consider for 2016-17 donation.
Community Action Suffolk (CAS): 2014-15 Annual Review
SALC: LAIS 1383- Devolution Bill. LAISUp2Date (151015).
LCPAS: New Housing & Planning Bill
PMBMCIC: Copy of Memorandum & Articles of Association
BDC/MSDC: Grants & Funding Newsletter
DCLr P Patrick: Report
- 9. Recycling Centre:** *to consider reports and to take any action deemed necessary.*
The Chairman reported on a meeting held with the Clerk and Cllr Deacon regarding the offer of a £1,500 annual grant for a period of two years, from SCC. The grant was to go towards the running of the site and could not be used for land fill costs. Clerk presented a copy of the draft agreement from SCC.
Proposal: to gratefully accept the grant of £1,500 as per the agreement and for the Clerk to sign the final agreement papers when received.
Proposed: Cllr R Kirkup **Seconded:** Cllr S Chicken **Vote:** all in favour.
Clerk to write to the appropriate officers thanking them for the offer.
Council discussed getting a Waste Carriers Licence for Mr Nunn (£154) valid for 3 years
Proposed: to sort out a Waste Carriers Licence as discussed.
Proposed: Cllr A Fox **Seconded:** Cllr David Cordle **Vote:** all in favour
Clerk would get prices for a recycling bank to collect aluminium cans.
- 10. PIN MILL & Dinghy Park:** *to receive reports/proposals and to take any action deemed necessary.*
Clerk confirmed that she had written to Gus Curtis at Kings Boatyard regarding the Grindle bank.

11. FINANCIAL ITEMS:

11.1 RFO's Monthly Report: - Bank Reconciliation *Paid in* **Total £274.52**

Lloyds Bank: Interest-October	2.52	09 Oct
500181- Chelmo' Recycling Centre: Skip Days cash (5wks)	196.00	29 Oct
Whip Street Motors: Metal	76.00	29 Oct

BT: Direct Debit (for V. Hall) *paid* 59.97 [~~11.99~~] 71.96 29 Oct

Bank BALANCE on 31st OCTOBER 2015	<u>Earmarked</u> (included within total credit)
Un-presented chqs: 00.00	2,800.00 Household Recycling Centre
Treasurers Account 1,331.91	7,529.00 Playing Field (<i>Precept</i>) - play equip.etc
Business Instant Access <u>61,821.54</u>	<u>650.00</u> Tennis Courts
Total (in credit) In Bank £63,153.45	£10,979.00
<i>Plus</i> Cash (Float for skip days) 14.00	

Clerk wished it to be minuted that no adverse comments were made regarding the 6 monthly accounts, which were put in October's Circulation Bag. The accounts would be discussed further at the Advisory Financial Group meeting on 23rd November 2015.

11.2 Funding Application: to consider for 2016-17

- a) *Chelmondiston/Pin Mill Good Neighbour Scheme*
 The funding application was discussed.
Proposal: to support the application to the sum of £150.00 to cover Public Liability Insurance for the group.
Proposed: Cllr C Keeble **Seconded:** Cllr A Fox **Vote:** all in favour

- b) *PPC- St Andrew's Church*
 Council were reminded, where a churchyard is open a local council may contribute to the maintenance of that churchyard
Proposal: to provide a grant of £150 to go towards the maintenance of the churchyard.
Proposed: Cllr A Fox **Seconded:** Cllr C Keeble
 After a further discussion Cllr Fox withdrew his proposal and a second proposal was made.
Proposal: to provide a grant of £200 to go towards the maintenance of the churchyard.
Proposed: Cllr J Hawkins **Seconded:** Cllr David Cordle **Vote:** all in favour

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

Figures [] = VAT

1746 a) S A Meacock Garden Services: Pin Mill Grass Cutting etc.	72.50
1747 b) Mrs F Sewell: Salary (Oct)	658.54
1748 c) Rushmere St Andrew Parish Council: RoSPA training (2 Cllrs)	66.00
1749 d) Suffolk Assoc of Local Councils: Finance Event 22/10/15 75.00 [15.00]	90.00
1750 e) S Sacker (Claydon) Ltd.: Skip hire 456.86 [91.37]	548.23
1751 f) Chelmondiston Methodist Church: Room hire	12.00
1752 g) Mr A Nunn: Maintenance at Recycling Centre	75.00
1753 h) Fenland Leisure Products Ltd: (Online Playgrounds) 103.50 [20.70]	124.20
<i>Playing Field materials</i>	£1,646.47

Proposal: to approve payment of invoices listed: a) 1746 to h) 1753
Proposed: Cllr R Kirkup **Seconded:** Cllr D Barwick **Vote:** all in favour

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

The Chairman asked for the 5th January meeting to be moved to 19th January as the Clerk would be unable to attend on the 5th. Clerk to book.

13. THE NEXT PARISH COUNCIL MEETING – Tues 1st Dec. 2015 in the VILLAGE Hall

There being no further business the Chairman thanked everyone and closed the meeting at 8.40pm.

SignedDavid Cordle.....

Date01/12/2015.....

These minutes were agreed to be a true record and they were signed by the Chairman, Cllr David Cordle, at the meeting on 01/12/2015.