

MINUTES OF THE CHELMONDISTON PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL ON TUESDAY 2nd FEBRUARY 2016 AT 7.30pm

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

In attendance: Fran Sewell - Parish Clerk

Public: 2 members of the public and 2 directors of the PMBMCIC.

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 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 welcomed everyone and opened the meeting at 7.35pm. **Apologies for Absence** were received from Cllr R Kirkup and Cllr S Chicken. These were accepted.
DCllrs D Davies and P Patrick sent in their apologies.
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.**
Cllr David Cordle declared a Conflict of Interest in **Item 6** as he was a director of the PMBMCIC limited by guarantee. He would preside over the Item but would not involve himself in the discussion other than to report and would not be party to any vote that may occur.
3. **Minutes of the Meeting: to agree minutes of the meeting held on 19th January 2016**
These were agreed to be a true record by those who had been present and authority was given for the Chairman to sign.
4. **Matters Arising: 19th January 2016 meeting**
None that were not itemised on the agenda.
5. **Public Participation Session: for the public to talk to Cllrs about items on the agenda AND to receive REPORTS (if available) from:**
 - a) **Safer Neighbourhood Team:** Cllr Barwick reported on the Safer Neighbourhood Forum held at Shotley Village Hall on 27th January. Questions had been raised about PCSOs. They had asked whether a meeting could be held in Chelmondiston (free of charge). Clerk would enquire. The next meeting would be at Brantham.
 - b) **County Councillor:** Not present. c) **District Councillor:** See apologies. Cllr Patrick had spoken with the Clerk prior to the meeting. Report to be forwarded to Cllrs.

The Chairman invited members of the public to speak regarding Item 6, the Easement Application, as part of the Public Participation Session (PPS)

2 of the directors of the PMBMCIC gave their views on the application for an easement by Webbs Maritime Ltd. and answered questions. Cllrs spoke of their knowledge of the area and the situation with regard to the application.

At 8.20pm the Chairman thanked everyone for their views and closed the Session. He would take no part in the further discussion other than to answer queries and to chair the meeting

6. **EASEMENT Application at Pin Mill: to discuss any action deemed necessary.**
Taking into account points raised in the PP Session, members considered the application which concerned a large part of the foreshore at Pin Mill. The area is owned by Ipswich Borough Council and leased to Babergh DC who sub-let the area to the PMBMCIC.
The Clerk confirmed that the PC had not been formally notified by the Land Registry but had received copies of the document from the PMBMCIC. She had requested an extension of time in order to bring the matter to the PC meeting. This has been granted by the Land Registry. The closing date for objections to be received was noon on 5th February 2016.
Cllr Fox was concerned, as members of the PC had been referred to as 'members' of the PMBMCIC at a prior meeting, by one of the directors and questioned whether the PC could legally vote on any proposal/decisions regarding the application. The Clerk had contacted LCPAS who considered this to be incorrect. The Chairman asked a director (public) who

said it was a misunderstanding. The only 'members' were the directors themselves. There followed a further discussion. There was concern for the management of the PMBMCIC for the community as a whole and it was suggested that this be indicated in the statement as the company was represented by members of the community.

Proposal: to write to the Land Registry to say that members of the PC verified that the applicant Jonathan Webb and his family had been working in the capacity, as stated on the easement application, for more than the specified 20 year period. However, members were concerned as to the potential increase in traffic to the hamlet and to any detrimental effect to the *Pin Mill Bay Management Community Interest Company* that may occur due to this application.

Proposed: Cllr A Fox **Seconded:** Cllr M Stevens **Vote:** 6 in favour 2 abstentions

[The Chairman was not permitted to vote.]

The Chairman closed the meeting to ask some questions of those directors' present, regarding the PMBMCIC's memorandum.

The meeting was reopened and the Chairman thanked the public who then took their leave.

7. 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* – * The sum asked for by the Chelpin Players for the stage lighting had been met. * The emergency lighting by the main door was to be replaced.

* They were looking to purchase a new shed and to dispose of stored unclaimed toys.

* Certificate has been issued by Anglian Water to certify that there was no contaminated water flowing back into the mains.

* Next meeting: 27th March 2016.

c) **Playing Field:** Cllr Hawkins asked whether the Tree Warden could check the trees on the field following the strong winds. Clerk to arrange.

The Chairman brought forward Item 12.

12. Shared Access: Prior to this PC meeting, several members of the PC and the Playing Field Cttee, were in conversation with Neil Latimer of *Shared Access (SA)* to discuss possible funding. *Shared Access* was a UK based property business company which specialised in build for telecommunications and in conjunction with both the Football Association and the Lawn Tennis Association looking to improve digital connectivity. The Council were asked to consider with the Playing Field Management Cttee whether having a telecommunication mast would be beneficial to the parish. If the site was found to be suitable and planning permission was forthcoming, it was understood that the PC would be offered either floodlighting or a one off sum of approximately £25 – 28,000.00 in return for a 20 - 25year lease. The telecommunication mast (monopole) would be between 12m - 15m in height and similar to a telegraph pole or a pole painted to blend in with the surroundings.

After a discussion it was agreed for the Playing Field Cttee to discuss and report to the Clerk.

7. d) Footpaths, Trees & Hedgerows: No update available

e) **Village Amenities:** *Assets maintenance* – Clerk has spoken with Mr Latter re the footpaths notice board at Pin Mill.

f) **Pin Mill Bay MCIC:** *Cllr David Cordle* had nothing further to report. Cllr Deacon questioned whether the company had a business plan. Agenda for another meeting.

g) **VDF-WG:** Cllr Deacon and the Clerk were working on the final draft.

h) **Housing Needs-WG:** *Clerk* had been in touch with the BDC and CAS following site visits in the autumn. It was understood that proposals/recommendations had been sent to the planning case officer by a Housing Needs team member. She had learnt that the officer had moved to another Babergh planning area. Clerk had informed DCllr P Patrick and DCllr Davis of her concerns. She felt that if she did not receive information soon, then the PC should make a proper complaint.

8. Clerk's report: *on actions required from last meeting & to consider any actions deemed necessary.*

i) **Scattered Orchard Project:** The Tree Wardens had planted the fruit trees. If the PC decided to put in more trees, a further area would need to be cleared.

ii) **Defibrillator:** *Cllr Kirkup* had applied to the British Heart Foundation.

iii) **PCSOs:** *Clerk* had e-mailed other parishes on the peninsula, as to whether they were interested in joint funding. Woolverstone would put it on their next agenda in March. No other parishes had yet replied. The Neighbourhood Teams would continue with their core roles but would concentrate on high demand areas.

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

9.1 BDC/MSDC: *Locality Officer*-would like the PC's thoughts on what may be the pressing needs/aspirations for the parish from a community's perspective.

9.2 Greggs Foundation – New Environmental Grant Scheme: funded by the 5p levy on carrier bags in Greggs shops. Funding available to small locally based community led organisations. Small grants up to **£2,500** and large grants up to **£10,000**.

9.3 Circulation Bag

Suffolk Coast & Heaths-AONB: January Newsletter

BDC/MDSDC: Dealing with Dog Fouling – information leaflet

Chelmo' PC: Accounts/budget

Greggs Foundation – Environmental Grants Scheme

10. Recycling Centre: *to consider reports and to take any action deemed necessary.*

Clerk had still not received a response from Sacker to a queried invoice and had not received an invoice as expected on a later skip exchange. JMP Wilcox had informed by letter that the buying price on textiles, as from the 1st February would be reduced to £150 per tonne. This was the 3rd reduction in the last 12 months.

Clerk would like Council to consider purchasing a can recycling bin for the site.

Members suggested cancelling the Media bank, as there was no rebate now and asking whether we could have an additional textile bank in its place. Clerk to discuss with Alan Nunn.

11. PIN MILL & Dinghy Park: *to receive reports/proposals-to take any action deemed necessary***11.1 Dinghy Permits & Fees:** *to consider for 2016 season*

P & J Labels had quoted a total price of £107.75 to include: permit disc, plate (printing) and postage. There followed a brief discussion.

Proposal: to accept the quote and to keep the cost of the permit at £16.00 per annum.

Proposed: Cllr A Fox **Seconded:** Cllr C Keeble **Vote:** 7 in favour 2 abstentions.

13. Village Car Park: *to consider signage.* Clerk had been advised that the PC could create any rules and terms of use that are felt to be necessary. If a notice is not in place a person may argue that they were not aware of a prohibited action. Some members of the PC were concerned as some vehicles were being left in the car park for several months at a time. The car park was originally provided for those using the village hall. A discussion followed and the Clerk agreed to look into it further and agenda for a future meeting.

14. FINANCIAL ITEMS:**14.1 RFO's Monthly Report: - JANUARY - Bank Reconciliation; Budget;**

Lloyds Bank: Interest-January	2.64	11 Jan
500184: Chelmo' Recycling Centre- Skip days cash (2wks)	111.00	13 Jan
JMP Wilcox: Textile bank	62.50	
Whip Street Motors: Metal	<u>77.55</u>	Total £253.69 Paid in

Bank BALANCE on 31st JANUARY 2016		Earmarked	(included within total credit)
Un-presented chqs:	189.22	2,860.00	Household Recycling Centre
Treasurers Account	1,375.33	7,529.00	Playing Field (<i>Precept</i>)
Business Instant Access Acc.	56,129.29	650.00	Tennis Courts
Total (in credit) In Bank	£57,504.62	£11,039.00	
Plus Cash (Float for skip days)	14.00		

Budget at 31/01/2016:

Payments:	31,053.00	<i>Budgeted</i>	Receipts:	33,713.00	<i>Budgeted</i>
	26,216.00	<i>Actual</i>		30,430.00	<i>Actual</i>

DD: 31/01/2016 – BT at Village Hall (quarterly charges) **£71.96**

14.2 Internal Auditor: *to consider appointing for 2015-16 accounts.*

As per the report from the Advisory Finance Group.

Proposal: to use Suffolk Assoc. of Local Councils to act as the Internal Auditor for the PC accounts of 2015-2016.

Proposed: Cllr David Cordle **Seconded:** Cllr Dot Cordle **Vote:** all in favour

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

1775 a) S A Meacock: Pin Mill Grass Cutting etc.	72.50
1776 b) Mrs F Sewell: Salary (Jan)	658.34
1777 c) Chelmondiston Methodist Church: Room hire (19/01/16)	12.00

Proposal: to pay invoices as listed **1775 a) to 1777 c)**
Proposed: Cllr C Keeble **Seconded:** Cllr J Deacon **Vote:** all in favour

15. Reports of Other Business (not itemised): to be included on next agenda if necessary.
Cllr Fox had received an enquiry about the Collimer Close car park. Clerk confirmed that this belonged to BDC.

16. THE NEXT PARISH COUNCIL MEETING – Tues 1st March 2016 in the VILLAGE Hall

There being no further business the Chairman thanked everyone and closed the meeting at 9.15pm

SignedCllr David Cordle.....

Date.....01/03/16.....

These minutes were agreed to be a true record and were signed by the Chairman, Cllr David Cordle, at the meeting held on 1st March 2016