

Chelmondiston Parish Council

Chairman: Cllr David Cordle

Parish Clerk: Mrs Jill Davis e-mail: clerk@chelmondistonpc.info or Tel: 01473 780159

MINUTES of the MEETING OF CHELMONDISTON PARISH COUNCIL held in the VILLAGE HALL ON TUESDAY THE 3RD OF SEPTEMBER 2019 at 7.30pm.

Present: Councillors David Cordle, C Keeble, D Barwick, R Bareham, R Stanley, N Green, P Ward, T Roberts, and M Mckinnell.

Parish Clerk: Jill Davis

Public: 4 members

Babergh and Suffolk Councillors: 2. DCllr Gould and SCllr Wood

Abbreviations: **Cllr:** Councillor. **PC:** Parish Council. **BDC:** Babergh District Council. **SCC:** Suffolk County Council. **B/MSDCs:** Babergh /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. **RoW:** Rights of Way. **TAG:** Tourism Action Group. **AONB:** Area of Outstanding Natural Beauty.

The Council and members of the public were reminded by notice and by the Chairman that they may record/film/photograph or broadcast the meeting when the public and the press were not lawfully excluded. This *does not extend* to live verbal commentary.

1. **Welcome by the Chairman:**
Cllr David Cordle opened the meeting at 7.30pm and welcomed everybody.
2. **Apologises for absence:** to receive and note apologies
Cllr Dot Cordle (prior engagement) – the apology was noted.
3. **Dispensations:** to consider requests
Item 13.a Cllr Stanley – Dispensation granted by the Clerk under E of the Localism Act 2011 section 33.
and **Declarations of Interest** to receive Pecuniary and Non-Pecuniary Interests from Cllrs on items to be considered at this meeting.
Item 19 Cllr Bareham (partner of the Parish Clerk)
4. **Public Participation Session:** for the public to talk to Cllrs about items on the agenda
None
5. **Reports:** to receive reports
5.a County Councillor Report
SCllr Wood gave a verbal account of his report. His report, once received will be circulated to members and uploaded onto the website.
5.b District Councillor Report
DCllr Gould gave a verbal account of her report. Her report has been circulated to the members and has been uploaded to the website.
6. **To approve the minutes of the Parish Council Meeting held on 6th August 2019:**
These minutes were approved
7. **Reports From: Committees/Representatives of other Committees/Groups/Meetings:** to receive reports and proposals/requests and agree any actions needed:
7.a Planning Committee – No meeting
7.b Village Hall – No meeting
7.c Playing Field – No meeting
7.d Village Amenities – Cllr Barwick informed the members that Babergh District Council had started work at the 'Picnic Area' at Pin Mill
7.e Pin Mill Multi-Agency – Cllr Stanley reported that there had only been one meeting to date.
8. **Clerk's Report:** Items received after publication of the agenda
None received
9. **Correspondence:** Items received after the publication of the agenda
Clerk informed the members of an email received from a resident in relation to the 'various signs (eg traffic) that needed repaired or replaced. The PC requested that a reply to be sent to the resident.

- 10. Pin Mill:**
10.a For the members to consider a request by a resident – supporting paper
 Clerk informed the members of a concern from a resident in relation to wildlife plants being damaged and uprooted from the area. The Parish Council requested the clerk send a reply.
10.b For the members to consider option A ‘Dog Bin’ – supporting paper (CIL)
 Discussed – not approved
10.c For the members to consider option ‘B’ Dog Bin’ – supporting paper (CIL)
 Motion approved
Proposed: Cllr Bareham **Seconded:** Cllr Barwick **Vote:** 8 in favour, 1 against
- 11. Recycle Centre:**
11.a To inform the members of August’s financial information -supporting paper
 Clerk informed the members: £74.00 year to date in profit. Running Reserves £11,662.15
11.b To inform the members of an SCC Grant received
 Clerk informed the members that a grant of £1500.00 had been received by Suffolk County Council
11.c To consider a SCC Grant request for 2020-2021
 Motion approved
Proposed: Cllr Bareham **Seconded:** Cllr Ward **Vote:** All in favour
11.d To consider the 6-year lease extension – supporting paper
 After a discussion the motion is approved
11.e To approve the signing of the lease
Proposed: Cllr Bareham **Seconded:** Cllr Ward **Vote:** 8 in favour, 1 abstention (Cllr David Cordle). Cllr David Cordle and Clerk signed the lease.
11.f To inform the members of the ‘declaration of the lease’
 Clerk informed the members that now that the lease had been signed, the declaration would need to be signed by the solicitor.
- 12. Neighbourhood Plan:**
BDMSC Local Plan: What specific points does the Council wish to be covered by the Steering Group in their response to the formal consultation? (Cllr Ward)
 The Parish Council had no further comments to make. The Steering Group will be submitting the comments.
Chelplin Plan update (Cllr Ward)
 Next meeting of the Steering Group Thursday 5th of October
 Kirkwells Ltd will be speaking with Babergh District Council re the next stage of the plan.
- 13. Consultations:**
13.a To consider a response to Ipswich Northern Route (closes 13th of September)
 The Parish Council decided to respond individually to this consultation
13.b To consider a response to the Green Access Strategy SCC (closes 20th of September)
 Motion – no response
13.c To consider a response to SALC’s Draft Review of Governance Arrangements and Constitution (closes 27th of September – supporting papers for all item numbers)
 Motion – no response
- 14. Traffic Calming Measures:**
Clerk informed the members of the following:
 The parish would need to locate up to three areas for Suffolk County Council to consider
 Neighbourhood CIL can be used to fund the project
 SCCllr Wood may be able to help with his locality funding
 Who would take on the responsibility?
 The Parish Council requested the Clerk contact a resident from the community speed watch team to help with the locations. Cllr Roberts offered to help in relation to the maintenance and moving of the device if approved.
- 15. Bylam Common:**
To update the members and agree any actions needed
To consider approval for further expenses
 Cllr David Cordle informed the members of his concerns re Bylam Common and asked for further clarity. After a discussion it was agreed to request the Clerk to contact Suffolk County Council in relation to not only Bylam Common but Pin Mill Common and Pages Common.
Proposed: Cllr Barwick **Seconded:** Cllr Roberts **Vote:** All in favour
- 16. Footpath Issues:**
 Clerk informed the members of footpath issues with numbers 16/24/25/27 and 40.
 Clerk informed the members that Suffolk County Council Rights of Way team had been in contact and issued the following.
 Footpath 16 - the Parish Council would be informed if there is any request from the landowner to move or close the footpath due to the development.
 Footpaths 24/25 – Suffolk County Council were responsible for cutting the footpath but at the moment due to funding cuts they were not in a position to do so. The Parish Council has the authority to cut the footpaths if they so wish.
 Footpaths 27/40 – Cllr David Cordle would ask the landowner to cut the areas
 Fingerpost 24/25 would be reinstated
 Fingerpost 17 would be reinstated

- 17. Dates for the Diary:**
- 17.a To consider attending the SALC Mid Suffolk Forum 09/09/2019 (Claydon) Cllr Bareham on holiday.**
Clerk requested members to contact her if anyone is able to attend
- 17.b To inform the members that Cllr Bareham will be attending SALC's AGM 18/11/2019 (venue to be confirmed)**
No comments required
- 17.c To inform the members of the Clerk's Holiday (04th -22nd September) Chair and Vice-Chair will be available to the parish**
No comments required
- 17.d Babergh East Police and Parish Forum – Chelmondiston Village Hall 9th of October 7.30pm (agenda to be confirmed)**
Clerk informed the members of the Public Event and requested that members attend if possible
- 18. Finance and Administration:**
- 18.a To update the members with the Monthly financial Report for August**
Total in both Bank Accounts £67, 889.51
£2.31 interest received
£2,861.00 payments received.
No Bank Statements received. Will circulate to members and upload to the website when they arrive.
- 18.b To consider Babergh East Police and Parish Forum dates for 2020-2021**
This item was deferred
- 18.c To approve the Service Level Agreement with the Community Payback Team**
Motion approved
Proposed: Cllr Keeble **Seconded:** Cllr Mckinnell **Vote:** All in favour
- 18.d To approve the costing for works for the Community Payback Team (CIL)**
Motion approved
Proposed: Cllr Keeble **Seconded:** Cllr Mckinnell **Vote:** All in favour
- 18.e To discuss how much money members would like to allocate to projects for the new financial year (2020-2021) (Cllr Roberts)**
Cllr Roberts suggested that members start to consider projects for the new financial year from April 2020 onwards. He also requested that the members consider the amount of reserves for the coming financial year.
- 18.f To consider the new Royal and Sun Alliance Insurance Group and CAS Insurance Policy**
Motion approved
Proposed: Cllr Stanley **Seconded:** Cllr Barwick **Vote:** All in favour
- 18.g To consider the renewing the Insurance Policy with Zurich**
Motion withdrawn
- 18.h To inform the members of the new CIL Regulations**
Clerk informed the members of the new CIL Regulations that are coming into force from the 01/09/2019. The new regulations give the district council more flexibility when considering CIL requests.
- 18.i To approve the resetting of the 2019-2020 Budget**
Clerk informed the members of the request for resetting the 2019-2020 budget due to unforeseen expenses. A new roof for the Pavilion on the playing field and the oak sleepers for Jubilee Garden were the two largest amounts.
Motion approved
Proposed: Cllr David Cordle **Seconded:** Cllr Green **Vote:** All in favour
- 19. Payments to Consider:**
- | | |
|---|-----------------|
| a. 2185 Meacock Garden Services: Monthly Charge | £208.00 |
| b. 2186 Jill Davis Expenses: August Expenses | £63.17 |
| c. 2187 Jill Davis Salary: August's Salary | £996.39 |
| TOTAL: | £1267.56 |
- Proposal: To Pay items A-C**
Proposer: Cllr Keeble **Seconded:** Cllr Mckinnell **Vote:** 8 in favour, 1 abstention (Cllr Bareham)
- 20. The Next Parish Council Meeting:**
The next meeting of the Parish Council: Tuesday 1st of October 2019 at 7.30pm in the Village Hall.

There being no further business, the Chairman thanked everyone and closed the meeting at 9.47pm

Signed:.....