

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 7th OF JANUARY 2020 at 7.30pm.

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

Parish Clerk: Jill Davis

Public: 3 members

Babergh and Suffolk Councillors: None

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 everyone.
The Parish Clerk apologised to the members in relation to the agenda. A mistake had been made on item 18.g (a typo error), the members approved for the item to be discussed.
2. **Apologises for absence:** to receive and note apologies
SCCllr Wood and DCllr Gould sent their apologies. The apologies were noted.
3. **Dispensations:** to consider requests
No dispensations requested
Declarations of Interest to receive Pecuniary and Non-Pecuniary Interests from Cllrs on items to be considered at this meeting.
19.a – Cllr Bareham (Partner of Parish Clerk)
19.b Cllr Bareham (Partner of Parish Clerk)
18.f Cllr Keeble (Representative to the Village Hall Committee)
4. **To approve the minutes of the Parish Council Meeting held on the 3rd of DECEMBER 2019:**
The members resolved to approve the minutes. The Chairman was given the authority to sign.
5. **Public Participation Session:** for the public to talk to Cllrs about items only on the agenda
18.g and 18. I and 18. b
6. **Reports:** to receive reports
6.a County Councillor Report
SCCllr Wood's report has been circulated to the members and uploaded onto the website.
6.b District Councillor Report
DCllr Gould's report has been circulated to the members and uploaded onto the website.
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:
Cllr Bareham reported on the following:
2 planning applications were considered – both supported one with comments.
1 planning decision
For further information please view the Planning Minutes dated 07/01/2020
7.b Village Hall:
Cllr Keeble informed the members that there is a village hall meeting on the 20/01/2020
7.c Playing Field:
Cllr Barwick reported on the following:
The redecoration of the Pavilion was underway.
There had been some vandalism on the outside of the Pavilion. The Playing Field Committee were in the process of investigating the matter.

7.d Village Amenities:

Cllr Barwick reported on the condition of the village sign. Cllr David Cordle informed the members that he would look into the process of restoration.

7.e Pin Mill Multi-Agency:

Cllr Stanley informed the members that the report from the Environmental Agency in relation to water samples being taken from the River Orwell at Pin Mill had been received. 8 out of the 9 samples that have been tested good and the investigation had showed that there were negligible impacts from the houseboats on the microbiological water at Pin Mill.

7.f Climate and Ecological Emergency Working Party:

Cllr Stanley reported that the survey was ready to print and would then be circulated around the parish.

8. **Clerk's Report:** Items received after publication of the agenda
No further items to report
9. **Correspondence:** Items received after the publication of the agenda
 - 9.a **To inform the members of correspondence from Suffolk County Council**
Parish Clerk informed the members that a member of the public had asked Suffolk County Council whether footpath 50 at Pin Mill could be adopted. Parish Clerk will provide updates to the members if this matter is taken further.
 - 9.b **LTN Financial Assistance to the Church**
This item was deferred for further clarification.
 - 9.c **AONB Monthly Report for November 2019**
Parish Clerk circulated the report to the members – no further action required.
 - 9.d **For members to consider the nomination re the Buckingham Palace Garden Party 2020**
The members resolved to approve Chairman David Cordle to attend the garden party if he is selected by SALC. Cllr David Cordle accepted the nomination. Cllr Dot Cordle would be his guest at the event.
 - 9.e **Open Letter from NALC's Chairman**
Parish Clerk circulated the open letter to all members – no further action required.
10. **Recycle Centre:**
 - 10.a **To inform the members of December's financial information - supporting paper**
Parish Clerk informed the members that no income had been received for December and no payments to Sackers were due for payment.
 - 10.b **Shotley Parish Council cheque for £750.00 received for 2020 -2021.**
Parish Clerk informed the members that a cheque from Shotley Parish Council had been received. The members requested a formal letter of appreciation. Clerk to action
11. **Neighbourhood Plan:**
Cllr Ward reported on the following:
The comments from Babergh District Council had been received.
There is a Neighbourhood Plan Meeting on the 08/01/2020 to discuss the comments.
12. **VE Day and VJ Day 75th Anniversary and War Memorial:**
Parish Clerk informed the members that a committee date has been set for the 12th of January 2020 and that 1 quotation so far had been received in relation to the restoring of the War Memorial
13. **Dinghy Park:**
For members to consider the costing for the materials for the non-permit Dinghies £75.00
The members resolved to approve up to £75.00 for chains and padlocks to secure unpaid dinghies at the Dinghy Park. The chains and padlocks would then be used on a year by year basis.
14. **Community Payback Team:**
Parish Clerk informed the members that the schedule of work for the team had been received and if there were any areas that needed work in the parish to let the clerk know.
15. **Annual Statutory Considerations:**
 - 15.a **For members to approve the Standing Orders (No Changes)**
The members resolved to approve the Standing Orders for 2019 - 2020
16. **Budget 2020-2021:**
 - 16.a **To circulate the overview of the budget 2020-2021 to the members**
Parish Clerk circulated the budget overview to the members 4 weeks in advance of the January 2020 Parish Council Meeting.
 - 16.b **For members to consider approving the budget recommended by the Finance Advisory Group Option B**
This motion was rejected by the members
 - 16.c **For members to consider approving the budget with the revised Precept request Option A**
The members resolved to approve the budget with the revised Precept request.
Budget Receipts: £76,782.69 (potential CIL included)
Budget Payments: £58,593.69

- 17. Precept 2020-2021:**
17.a For members to Consider Option A request
 This motion was rejected by the members.
17.b For members to consider Option B request
 The members resolved to approve option B. Precept amount of £26,829.00
17.c For members to approve the Chairman, RFO and two members to sign the Precept Form.
 The members resolved to approve the Chairman, RFO and two members to sign the Precept Form. The form was signed.
- 18. Finance and Administration:**
18.a To update the members with the Monthly financial Report for December 2019
Parish Clerk reported on the following:
 Bank Balances = Current Account: £10,599.54
 Bank Balances = Business Instant Account £61,917.03
 TOTAL = £72,516.57
 Monies in = Interest £2.37
 Monies out = £1,451.03
18.b For members to consider the request from the supervisor of the allotments to fell a non-native Eucalyptus tree
 The members approved the request of the resident. Babergh District Council also gave their approval to the request.
18.c For members to consider allocating £100.00 for a sustainable tree at Jubilee Garden (resident request)
 This item was deferred. Cllr Ward will report back to the council at February's Meeting.
18.d To inform members that the annual charge to ICO has been made and the certificate has been received.
 Parish Clerk informed the members that the annual Data protection certificate had been received.
18.e For members to consider rectifying the problem with the Defib at the Village Hall
 Parish Clerk informed the members of an accident that had recently occurred outside the Village Hall when a resident went to get the Defib. The resident fell over one of the small 'walls' that are situated next to one of the slopes. The members requested Cllr Keeble to discuss this at the Village Hall meeting on the 20/01/2020 before taking any action.
18.f For members to consider requesting insurance for the Parish Council Representative at the Village Hall
 Parish Clerk requested approval for this motion. The members resolved to approve the request and to gain the necessary cost and information from the Insurance Company.
18.g For members to consider requesting the parish clerk to instruct the solicitor in relation to Bylam and Pin Mill Common Land Registry (TYPO ERROR PAGE'S COMMON)
 The members resolved to approve the motion. The members request that both commons (Pin Mill and Page's) be listed with the land Registry.
18.h For members to consider the communication received from the solicitor in relation to Bylam Common
 Parish Clerk informed the members of the communication that had been received from the solicitor. A member of the public provided further information. Due to time restrictions the members approved for the Chairman to have an informal meeting with the new owner of Bylam Common and report back to the council.
18.i For members to consider the requests from a resident in relation to areas at Pin Mill
 Parish Clerk informed the members that a resident of Pin Mill had requested that the trees on Pin Mill Common be cut in height. The members rejected the consideration from the resident. The members recently received the annual tree risk report and had approved the work submitted by the tree surgeon. Clerk to inform the resident.
18.j For members to consider upgrading the condition of the carpark (pot holes Cllr Keeble)
 The members resolved to approve 3 quotations to be sought to tarmac the car park.
- 19. Payments to Consider: January 2020**
- | AUTHORISATION FOR 07/01/2020: | |
|---|-----------------|
| A 002220 – Jill Davis - December Expenses £58.71 [£3.00] | £61.71 |
| B 002221 – Jill Davis - December Salary | £996.39 |
| C 002222 – Royal British Legion (Purchase of the annual wreath) | £30.00 |
| D 002223 – HMRC Month 7 Payment | £108.15 |
| E 002224 – HMRC Month 8 Payment | £107.95 |
| F 002225 – HMRC Month 9 Payment | £108.15 |
| TOTAL: | £1412.35 |

The members resolved to approve the payments. Cllr Bareham abstained from all considerations of payments.

20.

The Next Parish Council Meeting:

The next meeting of the Parish Council: Tuesday 4TH OF FEBRUARY 2020 at 7.30pm in the Village Hall.

There being no further business, the Chairman thanked everyone and closed the meeting at 9.05pm.

Signed:...David

Cordle.....

Dated:.....04/02/2020.....

The Parish Council approved the minutes at the 04/02/2020 meeting.