

Chelmondiston Parish Council

Chairman: Cllr David Cordle

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

Minutes of the Virtual Meeting of CHELMONDISTON PARISH COUNCIL held

REMOTELY on TUESDAY THE 2nd of JUNE 2020 at 7.30pm.

Present: Councillors: David Cordle, C Keeble, R Bareham, D Barwick, P Ward, Dot Cordle and M Mckinnell

Parish Clerk: Jill Davis

Public: 1 member

Babergh and Suffolk Councillors: DCllr Jane 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 7.31pm and welcomed everybody.
2. **Apologies for absence:** to receive and note apologies
Cllr Green – work commitments
Cllr Roberts - Absent
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.
7. Cllr Keeble – the consideration is in relation to him – non pecuniary
15.a Cllr Barwick – Cllr Barwick hold a dinghy permit – pecuniary
17.a Cllr Bareham – Partner of the parish clerk – pecuniary
17.b Cllr Keeble – Member of the Village Hall Committee – non pecuniary
17.c Cllr Barwick – Member of the Playing Field Committee – non pecuniary
18.a, b and d Cllr Bareham – Partner of the parish clerk - pecuniary
4. **To approve the minutes of the Parish Council Meeting held on the 5th of May 2020:**
The members approved by resolution for the minutes to be signed by the Chairman
5. **Public Participation Session:** for the public to talk to Cllrs about items only on the agenda
No items
6. **Reports:** to receive reports
6.a County Councillor Report
SCllr Wood verbally gave a report. His report has been circulated to the members and uploaded to the website
6.b District Councillor Report
DCllr Gould verbally gave a report. Her report has been circulated to the members and uploaded to the website.
7. **Vice Chairman:**
For members to consider Cllr Keeble continuing in role until May 2021
The item was approved by resolution of the council. Cllr Keeble did not vote or take part in the discussion.
8. **Committees/Group Meeting/Working Parties:**
For members to consider continuing in the same groups until May 2021
The item was resolved to continue in the current roles until May 2021
9. **Reports From: Committees/Representatives of other Committees/Groups/Meetings:** to receive reports and proposals/requests and considerations and agree any actions needed:
9.a Planning Committee

Cllr Bareham reported that a planning application for 30, Collimer Close, Chelmondiston had been refused by BDC

9.b Village Hall

No report

9.c Playing Field

No report

9.d Village Amenities

Cllr Barwick raised a concern that Jubilee Garden needed some TLC. Cllr David Cordle informed the members that he would speak with the contractor

9.e Pin Mill Multi-Agency

No report

9.f Climate and Ecological Emergency Working Party:

No report

10. **Clerk's Report:** Items received after publication of the agenda or for items needing discussion
No further report
11. **Correspondence:** Items received after the publication of the agenda or for items needing discussion
No further correspondence
12. **Neighbourhood Plan**
To update members if applicable
Cllr Ward informed the members of the following:
The next stage of the Neighbourhood Plan will be the formal 6-week consultation Regulation 14. The Steering Group will have a virtual meeting to discuss the implementation of delivering the required information.
13. **Planning Committee – Terms of Reference:**
For members to consider approving and for the Chairman to sign the Terms of Reference 2020.
The members approved to resolve the Chairman signing the Terms of Reference.
14. **Recycle Centre:**
14.a For members to consider requesting a further Grant from Shotley Parish Council £750.00
This motion was deferred
14.b For members to consider requesting a further grant from SCC for £1500.00
This motion was deferred
14.c To update members with the end of Year 2019 – 2020 overview and financial information
Parish Clerk provided the Financial Report for the Recycle Centre. There were no questions from the members
14.d To inform members of the Increase of General Waste haulage and Skip Costs
Parish Clerk informed the members that the skip hire and haulage had been increased from April 2020
14.e To inform members of April's 2020 Financial Information £0.00 Set-a- side £13,380.92
Parish Clerk informed the members of April's 2020 financials for the recycle centre
14.f To inform the members of May's 2020 Financial Information £696.00 Set-a-side £13,402.21
Parish Clerk informed the members of May's 2020 financials for the recycle centre
15. **Dinghy Park/Pin Mill:**
For members to consider the cost for June's 2020 Permit Charge.
15.a To keep the cost at £20.00 for the month of June
The members resolved to approve maintaining the dinghy permit cost of £20.00 for June 2020. Cllr Barwick did not vote or take part in the discussion.
15.b To increase the cost to £30.00 per the Permit Holder Agreement
The item was withdrawn
16. **Covid - 19:**
16.a For members to consider the process for supporting the parish with grants/donations
The members resolved to offer food grants to members of the parish who have been financially affected by the pandemic. Cllr Keeble and Bareham will be responsible for the distribution with the support of the parish clerk.
16.b For members to consider advertising streams available
The members resolved for all advertising streams to be used
16.c For members to consider £20.00 for flowers for a 'Good Neighbour' see attached paper
The members resolved to send a letter of thanks to the resident and also to send any other thank you letters to residents that have supported the parish during the pandemic.
17. **Finance and Administration:**
17.a For members to approve the costings for May's Covid -19 costs
The members approved May's costing. Cllr Bareham did not vote or take part in the discussion.
17.b To update members with the Chelmondiston Village Hall Accounts for 2019 -2020
Members received a copy of the Village Hall Accounts
17.c To update members with the Chelmondiston Playing Field Accounts for 2019 – 2020

Members received a copy of the Playing Field Accounts

17.d To update members with the Bank Balances for April 2020

Members received a copy of the Bank statements for April 2020

17.e To inform members that the Bank Balances are not available for May 2020 at present

The Parish Clerk informed the members that due to the current circumstances the May 2020 Bank statements had not been received from the bank

17.f For members to consider purchasing the Jubilee Seats (Project Fund £5,000.00)

The members resolved for the parish clerk to gather 3 quotes for replacing the jubilee seats

17.g For members to consider the quotations for Resurfacing the Village Car Park

The members considered the 3 quotations. Booth (TARMACADAM) were resolved by the members to complete the work. Cllr David Cordle informed the members that the Parish/Neighbourhood CIL could be used to complete the work

17.h For members to consider researching and applying for a grant to help with the resurfacing costs

The members resolved for the parish clerk to look into grants to help with the costing of the resurfacing of the car park

17.i For members to consider the Annual Computer Protection Charge £46.65 +VAT

The members approved the purchase of the Annual anti-virus charge

18. Payments to Consider: June 2020 Payments

A 002266	Jill Davis	Expenses – Covid -19	£74.87	£11.06	£85.93
B 002267	Jill Davis	May 2020 Salary	£1019.17		£1019.17
C 002268	S Sacker Ltd	Skip Costs	£674.71	£134.94	£809.65
D 002269	Jill Davis	May 2020 Expenses	£142.31	£19.84	£162.15
TOTAL:			£1911.06	£165.84	£2076.90

Payments A-D were approved by the members to be paid.

Cllr Bareham did not vote or take part in the discussion.

19.

The Next Parish Council Meeting:

The next meeting of the Parish Council:

Tuesday 7th of JULY 2020 at 7.30pm in the Village Hall OR Held Remotely.

There being no further business, the Chairman thanked everyone and closed the meeting at 8.33pm.

Signed: Cllr David Cordle

Dated: 04/07/2020

**The Chairman was given the authority to sign the minutes.
The minutes were signed in the presence of the clerk.**