

# Chelmondiston Parish Council

Chairman: Cllr David Cordle

Parish Clerk: Mrs Jill Davis e-mail: [clerk@chelmondistonpc.info](mailto:clerk@chelmondistonpc.info) or Tel: 01473 780159

## Minutes of the Virtual Meeting of CHELMONDISTON PARISH COUNCIL held

**REMOTELY on TUESDAY THE 6<sup>TH</sup> OF OCTOBER 2020 at 7.30pm.**

**Present:** Councillors: David Cordle, C Keeble, R Bareham, P Ward and Dot Cordle

**Parish Clerk:** Jill Davis

**Public:** 3 members of the public

**Babergh and Suffolk Councillors:** SCCllr Wood and DCllr Gould

**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:**  
The chairman opened the meeting at 7.32pm and welcomed everybody.  
The Chairman informed the members that Cllr Mckinnell has resigned and thanked him for his contribution to the parish.
2. **Apologies for absence:** to receive and note apologies  
Cllr Barwick – non – attendance due to technical difficulties.
3. **Dispensations:**  
No requests  
**Declarations of Interest** to receive Pecuniary and Non-Pecuniary Interests from Cllrs on items to be considered at this meeting.  
Cllr Bareham – Items:14. i, 16 and 20 (Partner of the Parish Clerk)
4. **To approve the minutes of the Parish Council Meeting held on the 2<sup>nd</sup> of SEPTEMBER 2020:**  
The members approved by resolution the minutes.
5. **Public Participation Session:** for the public to talk to Cllrs about items only on the agenda  
No members of the public wished to speak.
6. **Reports:** to receive reports  
**6.a County Councillor Report**  
SCCllr Wood gave a verbal report. His report will be circulated to the members and uploaded to the website.  
**6.b District Councillor Report**  
DCllr Gould gave a verbal report. Her report has been circulated to the members and will be uploaded to the website.
7. **Clerk's Report:** Items received after publication of the agenda or for items needing discussion  
The Parish Clerk informed the members that a Gold Star Award has been received from Radio Suffolk's Mark Murphy Show in relation to the parish council wanting to support the residents through the Coronavirus period with a Covid – 19 Grant that has been received from BDC.
8. **Correspondence Report:** Items received after the publication of the agenda or for items needing discussion  
**8.a For members to consider a response to the correspondence in relation to Pin Mill**  
The members approved by resolution just to formally acknowledge any correspondence received and to offer no further comments.
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 on the two Planning Meetings from the 02/09/2020 and the 06/10/2020. The minutes from the 02/09/2020 are available to view on the website. The 06/10/2020 meeting are as follows:

1 dwelling planning permission granted by BDC.

1 dwelling, the landowner has appealed BDC's refusal decision. The Planning Committee has further endorsed their decision of support.

Comments have been approved by the committee for the response to the Planning White Paper. Full minutes will be available on the website within the next 28 days.

#### **9.b Village Hall**

No Report

#### **9.c Playing Field**

No Report

#### **9.d Village Amenities**

The Parish Clerk updated the members in relation to the car park works. The car park will be closed from the 6<sup>th</sup> of October for up to 2 weeks for the work to be completed.

The Clerk also informed the members that the owner of the Hairdressers had been in touch (06/10/2020) in relation to the drainage problem from the car park. Having spoken with the contractor the Chairman and Vice-Chair of the Parish Council the Parish Clerk exercised the Emergency Powers to include further work required up to the value of £1500.00.

#### **9.e Pin Mill Multi-Agency**

No Report

#### **9.f Climate and Ecological Emergency Working Party:**

No Report

#### **10. Recycle Centre: to inform**

##### **To update the members with the Financial Information for September 2020**

The Parish Clerk updated the members with the financial information

#### **11. Dinghy Park/Pin Mill**

##### **For members to consider approving the dinghy letter**

This item was withdrawn

#### **12. Neighbourhood Plan**

Cllr Ward updated the members in relation to the Neighbourhood Plan. His report has been circulated to members and uploaded onto the website.

#### **13. Covid - 19: UPDATE**

##### **13.a To inform members of the current expenditure**

The Parish Clerk informed the members that £236.62 had been dispersed to date.

##### **13.b To update members with the Covid – 19 Grant Information**

The Parish Clerk updated the members with the following information in relation to the Grant Award Poster:

The Grant Award has been advertised on social media, through local businesses, Radio Suffolk Mark Murphy Breakfast Show, posters around the village, emails sent to several residents and advertised in the local churches. The In-Touch Magazine will also be advertising the Grant Award in the next edition of the magazine.

#### **14. Finance and Administration:**

##### **14.a To inform the members of the Grant Award £750.00 – Jubilee Garden Outdoor Benches**

The Parish Clerk informed the members that a grant of £750.00 has been awarded to the parish council to support with the cost of the replacement outdoor benches.

##### **14.b To update the members with the August 2020 Bank statements**

The Parish Clerk minuted that the members have been circulated with the bank statements for August

##### **14.c To update the members with the monthly financial information for September 2020**

The Parish Clerk updated the members with the following:

Treasurer's Account £26,824.00

Business Instant Account £61,937.78

TOTAL: £88,761.78

Second Instalment of the precept has arrived £13,414.50

Rights of Wat Payment has been received £464.60

Ear Marked Funds £52,228.11

##### **14.d To update members with the car park works**

Please refer to item 9.d

##### **14.e For members to consider the Annual Subscription for the Clerks Councils Direct £12.00**

The members approved by resolution the Annual Subscription

##### **14.f For members to consider extra seating (Memorial Benches) at Pin Mill**

The members discussed the item However, Cllr Barwick was not in attendance so a decision was deferred until the November meeting.

##### **14.g For members to consider approving the Annual Insurance cost of £509.60**

The members approved by resolution the Annual Insurance Costing

##### **14.h For members to consider approving the Annual Brown Bin Charge £44.10**

The members approved by resolution the Annual Charge

##### **14.i For members to consider approving the Monthly Covid – 19 expenditure**

Four members approved by resolution the Covid – 19 expenditure. Cllr Bareham abstained.

**14.j For Members to consider the Financial Assistance to the Church Legal Topic Note**

This item was deferred until the November Meeting

**14.k To update members with The Health protection Amendment No4. Regulations 2020**

The Parish Clerk minuted that the information has been circulated to all members and uploaded onto the website

**14.l For members to consider the Annual Website Hosting Expenditure £60.00**

The members approved by resolution the Annual Subscription

**15. Great British Beach Clean:****To update the members with The Great British Beach Clean (26/09/2020)**

DCllr Gould and the Parish Clerk gave an update in the relation to The Great British Beach Clean. A thank you letter was agreed to send to Mr Stanley who had organised the successful event.

**16. Payments to Consider: September 2020 Payments**

			Amount	Vat	Total
A 002297	SA Meacock	Monthly Garden Services	£208.00		£208.00
B 002298	BDC	Annual Brown Bin Charge	£44.10		£44.10
C 002299	Clerks and Councils Direct	Annual Subscription	£12.00		£12.00
D 002300	Jill Davis	Covid – 19 Expenses	£77.69	£5.18	£82.87
E 002301	Jill Davis	Pension Overpayment	£832.17		£832.17
F 002302	Jill Davis	September Salary	£1036.04		£1036.04
G 002303	Jill Davis	September Expenses	£93.28	£3.00	£96.28
H 002304	Business Services at CAS Ltd	Parish Protect Annual Insurance Payment	£509.60		£509.60
I 002305	HMRC	Quarter two Payment	£369.01		£369.01
<b>TOTAL:</b>			<b>£3181.89</b>	<b>£8.18</b>	<b>£3190.07</b>

**Two further invoices to pay:**

J 002306	Sackers	Skip Hire	£541.02	£108.20	£649.22
K 002307	Shotley Odd Jobs	Dog Bin Service	£105.00		£105.00

**TOTAL: £3827.91 £116.38 £3944.29**

Four members approved by resolution the payments. Cllr Bareham abstained from the vote.

**17. The Next Parish Council Meeting:  
The next meeting of the Parish Council:  
Tuesday 3<sup>rd</sup> of November at 7.30pm Held Remotely.**

**18. Temporary exclusion of press and public:** That pursuant to the Public Bodies (Admission at meetings) Act 1960 the Public and Press be excluded from the meeting due to the confidential nature of the business to be discussed

**19. Covid – 19:****19.a To update the members with the approved Grant Awards**

The Parish Clerk updated the awards for September.

**19.b For members to consider a Grant Request (different parish)**

The members approved the grant request

**20. Employment Matters:****20. For members to consider the NJC Salary Scale**

Four members approved by resolution the annual pay increase. Cllr Bareham abstained from the vote.

There being no further business the Chairman thanked everyone and closed the meeting at 8.29pm.

**Signed:.....Cllr David Cordle**

**Dated:.....04/11/2020.....**

The members approved for minutes to be signed at the meeting held on the 03/11/2020