

Chelmondiston Parish Council

Chairman: Cllr David Cordle

Parish Clerk: Mrs Jill Davis e-mail: clerk@chelmondistonpc.info or Tel: 07984733352

Minutes of the Meeting of CHELMONDISTON PARISH COUNCIL held In the Village Hall on TUESDAY THE 1st of JUNE 2021 at 7.30pm.

Present: Councillors: David Cordle, C Keeble, R Bareham, D Barwick and Dot Cordle

Parish Clerk: Jill Davis

Public: 0

Babergh and Suffolk Councillors: Non in attendance

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 7.35pm and welcomed everybody.
Risk Assessment – Approved by the members
2. **Apologies for absence:** to receive and note apologies
Cllr Ward – Personal circumstances
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.
Cllr Bareham – 17.a – 17.h – Partner of the Parish Clerk
4. **To approve the minutes of the Parish Council Meeting held on the 6th of April 2021:**
The members approved by resolution for the minutes to be signed by the Chairman
5. **To approve the minutes of the Parish Council Meeting held on the 4th of May 2021:**
The members approved by resolution for the minutes to be signed by the Chairman
6. **Public Participation Session:** for the public to talk to Cllrs about items only on the agenda
No items
7. **Reports:** to receive reports
7.a County Councillor Report
SCCllr Harley's report has been circulated to the members and update to the members
7.b District Councillor Report
DCllr Gould's report has been circulated to the members and uploaded to the website.
8. **Clerk's Report:** Items received after publication of the agenda or for items needing discussion
No further items to report
9. **Correspondence:** Items received after the publication of the agenda or for items needing discussion
No further items of correspondence
10. **Reports From: Committees/Representatives of other Committees/Groups/Meetings:** to receive reports and proposals/requests and considerations and agree any actions needed:
10.a Members to consider areas of responsibilities
Members approved to remain in the same areas as the previous year
10.b Planning Committee
Cllr Bareham reported on the following:
Full minutes are available on the website
Cllr Bareham was approved as Chairman
Terms of Reference approved by members
Four planning applications considered – 3 approved and 1 objected
Other correspondence matters
10.c Village Hall
No report
10.d Playing Field

AGM set for the 21st June 2021

The roof of the Pavilion is leaking. Playing field members to resolve the issue with the contractor.

10.e Village Amenities

No items to report

10.f Members to consider who will be responsible for liaising with Chelmondiston School

Members approved for the Parish Clerk to contact the school and PTA to see if anyone was interested in joining the parish council

11.

Recycle Centre:

11.a To update the members with the Financial Information for April/May 2021

Parish Clerk informed the members of the financial information for April and May 2021

11.b Grant from Shotley Parish Council received

Parish Clerk informed the members that a grant of £750.00 has been received

11.c Grant from SCC received

Parish Clerk informed the members that a grant of £1500.00 has been received

12.

Dinghy Park/Pin Mill:

12.a To inform the members that £700.00 has been paid for permits in April 2021

Parish Clerk informed the members that £700.00 has been paid for permits in April 2021

12.b To inform members that there are 3 new members and two outstanding payments from 2020

Parish Clerk informed the members that 3 new members for 2021 and 2 outstanding payments from 2020.

12.c For members to consider approving the use of Pin Mill Common for the Barge Match 2021

The item was approved. Parish Clerk to action

12.d Flood Relief Boards not in position – for members to consider writing to the cottage residents

The members requested the Parish Clerk to contact the resident who is responsible for the action of the flood boards.

13.

Neighbourhood Plan

13.a Cllr Bareham informed the members of the following:

The Chelpin Plan has been passed to go referendum

Approval for the referendum has to be approved by BDC at the meeting on the 5th of July

Publicity and copies of the Plan to be provided by the Parish Council within the budget

Further details to follow

13.b For members to consider (if approved by BDC) in July for the Referendum to be held in September 2021

The members approved this consideration by resolution

14.

Covid - 19:

14.a For members to approve the monthly zoom payment. Pre meetings, working parties can still be held remotely

The members approved the consideration by resolution

14.b For members to approve Covid – 19 Spend for June 2021 £53.78

The members approved the consideration by resolution

14.c To inform members no Covid – 19 expenditures for May 2021

Parish Clerk informed the members that there have been no applications for May

14.d To inform members of two new Covid – 19 applications (excluding press and public items)

Parish Clerk informed the members that there have been two applications for June

14.e To inform members of the Covid – 19 spend to date £867.68

Parish Clerk informed the members that the spent year to date is £867.68

15.

Administration:

15.a To formally thank a parishioner for the cutting of footpaths – unable to continue

The members approved the consideration – Parish Clerk to action

15.b For members to consider recruitment and advertising for new members (Cllr Barwick)

The members approved the consideration – Parish Clerk to contact the Intouch Magazine

15.c To update the members concerning the Picnic Area (Pin Mill car park)

Parish Clerk informed the members that there has been no further update

15.d To update members concerning the date for the Annual Litter Pick

This item was deferred

16.

Finance:

16.a to update the members with the cost of the Dell Laptop

Parish Clerk informed the members of the following:

Cost of laptop £729.00 with free delivery

£20.00 off reduction

£56.00 Curry's trade-in (Maytrees IT purchased the laptop for £56.00)

£250.00 grant from BDC

Total for PC £403.00

16.b To inform members that the March 2021 bank statements have been circulated to them

Parish Clerk formally minuted that the March 2021 Bank Statements had been circulated to them

16.c To inform the members that the April 2021 bank statements have been circulated to them

Parish Clerk formally minuted that the April 2021 Bank Statements had been circulated to them

16.d To inform the members that April's Financial Information - £79,755.80

Parish Clerk informed the members that the Financial Information at the end of April 2021 was £79,755.80

16.e For members to consider approving the annual security laptop protection £69.99

The item was approved by members

16.f To update the members with the expenses for April 2021

Parish Clerk informed the members that April's 2021 expenses have been included with May's 2021.

16.g For members to considering approving the expenses for May 2021 £497.52

The item was approved by members

16.h For members to consider replacing the dog bin at Rectory Lane (£550.00)

The item was approved. Parish Clerk to action

17. Payments to Consider: June 2020 Payments

A 002373	SA Meacock	Garden services	£208.00		£208.00
B 002374	BDC	Annual Litter/Dog emptying Bins	£719.22	£143.84	£863.06
C 002375	Jill Davis	May expenses	£476.16	£21.36	£497.52
D 002376	Jill Davis	Covid – 19 May expenses	£48.98	£4.80	£53.78
E 002377	Jill Davis	April 2021 Salary	£1066.93		£1066.93
F 002378	Jill Davis	May 2021 Salary	£1066.73		£1066.73
G DD	Pension Payment	May Pension payment	£80.45		£80.45
H 002365	Jill Davis *	Laptop Payment	£590.83	£118.17	£709.00
			£4257.30	£288.17	£4545.47

*This item has already been paid for. It was approved by the Parish Council on 06/04/2021. However, it was presented after the agenda had been published and needs to be formally minuted.

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

Cllr Bareham abstained from the item.

**18. The Next Parish Council Meeting:
The next meeting of the Parish Council:
Tuesday 7th of JULY 2020 at 7.30pm in the Village Hall**

19. Temporary exclusion of Press and Public:

19.a For members to consider approving the overtime hours (in the budget) to the Parish Clerk

19.b For members to approve the Covid – 19 Grant Application

19. c For members to approve the Covid – 19 Grant Application

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

Signed: Cllr David Cordle

Dated: 03/08/2021

The minutes were signed as a true account of the meeting.