

# Chelmondiston Parish Council

Chairman: Cllr David Cordle

Parish Clerk: Mrs Jill Davis e-mail: [clerk@chelmondistonpc.info](mailto:clerk@chelmondistonpc.info) or Tel: 07984733352

## Minutes of the Meeting of CHELMONDISTON PARISH COUNCIL held In the Village

Hall on TUESDAY THE 3<sup>rd</sup> of May 2022 at 7.30pm.

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

**Parish Clerk:** Jill Davis

**Public:** 3

**Babergh and Suffolk Councillors:** 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.

1. **Election of Chairman 2022 - 2023:** and to sign Declaration of Acceptance of Office  
The Chairman opened the meeting at 7.30pm and welcomed everyone.  
Cllr David Cordle was nominated as Chairman. He then proceeded to sign the Declaration of Acceptance of Office.
2. **Election of Vice-Chair for 2022 – 2023:**  
Cllr Keeble was nominated as Vice-Chair.
3. **Apologies for absence:** to receive and note apologies  
Cllr Dot Cordle – Prior Engagement. Her apologies were noted.
4. **Dispensations:** to consider requests  
No dispensations were offered.  
**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.
5. **To approve the minutes of the Parish Council Meeting held on the 5th of April 2022**  
The minutes were approved by resolution. The Chairman signed the minutes.
6. **Statutory Documents to sign for 2022 – 2023:**  
Declaration of Acceptance of office, register of members' Interests, Councillors Data protection Checklist and Method of Service of Summons  
To formally minute that all parish councillors have signed and returned all statutory documents.
7. **Parish Councillor Vacancy:**  
**For members to consider the application from Mr Melville**  
The members approved Mr Melville's application and welcomed him to the Parish Council.
8. **Public Participation Session:** for the public to talk to Cllrs about items only on the agenda  
No items
9. **Reports:** to receive reports
  - 9.a **County Councillor Report**  
SCllr Harley's report has been circulated to the members.
  - 9.b **District Councillor Report**  
DCllr Gould delivered her report. The members congratulated her on her appointment to BDC Cabinet. Her report has also been circulated to all members.
10. **Reports From: Committees/Representatives of other Committees/Groups/Meetings:** to receive reports and proposals/requests and considerations and agree on any actions needed:
  - 10.a **Planning Committee**  
Cllr Bareham reported on the following:  
One planning application – Support given  
Two planning decisions – BDC granted  
One planning decision – BDC refused  
Correspondence has been received concerning the Ralston Development  
Full minutes available on the website under the Planning Section
  - 10.b **Village Hall**  
No report
  - 10.c **Playing Field**

The members discussed donating to Mr John Hawkins's memorial bench that is being organised by the Playing Field Management Committee. The members agreed to a donation but on the understanding that the parish council are mentioned on the plaque.

**10.d Village Amenities**

No report

11. **Correspondence Report:** Items received after publication of the agenda or for items needing discussion  
**11. Items circulated to the members**  
 No further items for discussion.
12. **Clerk's Report:** Items received after the publication of the agenda or for items needing discussion  
**12. Items circulated to the members**  
 No further items for discussion.
13. **Recycle Centre:** to inform  
**13.a To update members with the financial information for April 2022**  
 Parish Clerk updated the members with the information for April 2022. There were no questions from members.  
**13.b To update members with the grant requests (if applicable)**  
 Parish Clerk informed the members that the grant request from SCC has been received.  
**13.c For members to discuss/consider the set-aside funds – April £20,779.30**  
 Parish Clerk informed the members that the set-a-side funds are £20,779.30
14. **Neighbourhood Plan:**  
**14.a Cllr Ward to update members**  
 This item was deferred
15. **Dinghy Park/Pin Mill:**  
**15.a For members to consider the replacement of the small boards on Pin Mill Common – Realise Futures £909.55 (Includes VAT)**  
 The item was approved by resolution  
**15.b To inform members of the dinghy permits to date**  
 Parish Clerk informed the members that to date 35 Dinghy permits have been purchased.
16. **Queen's Platinum Jubilee:**  
**16.a To inform members of the preparations for the Jubilee Event (Cllr Barwick)**  
 Cllr Barwick informed the members that the preparations were all underway and further information will be available soon as there is a meeting planned for the 17<sup>th</sup> of May. There has been lots of support from parishioners and organisations for the event.
17. **Administration:**  
**17.a For members to consider Realise Futures as the preferred Contractor for the Outdoor Furniture when applicable**  
 The item was approved by resolution.  
**17.b To inform members that the Covid-19 line has now been removed – no funds left**  
 Parish Clerk informed the members that the item line for Covid-19 has now been removed from the agenda as there are no longer any funds.  
**17.c To inform members of the annual holiday – 30<sup>th</sup> of May 1 week**  
 Parish Clerk informed the members of the annual holiday 30<sup>th</sup> of May  
**17.d For members to consider an Extraordinary Meeting 28/06/202 (Annual Return/Accounts Approval)**  
 The item was approved by resolution.  
**17.e For members to consider the July PC Meeting to be cancelled**  
 The item was approved by resolution  
**17.f To inform members that due to the Bank Holiday Jubilee the date for items for the agendas is 20<sup>th</sup> May 2022.**  
 Parish Clerk informed the members that the cut-off date for items for the next agenda is the 20<sup>th</sup> of May 22.  
**17.g For members to consider any Ukrainian Citizens Honorary Parishioners (Cllr Keeble)**  
 This item was approved by resolution. The members thanked Cllr Keeble for the idea.  
**17.h To inform members there are 20 Jubilee Mugs left**  
 Parish Clerk informed the members that 20 jubilee mugs were left. Several members requested purchasing some. Parish Clerk to organise.  
**17.i To update members with BDC Governance Review**  
 Parish Clerk updated the members concerning the BDC Governance Review. Further information to follow.
18. **Finance:**  
**18.a For members to approve SALC's Annual Payment of £422.72**  
 The item was approved by resolution.  
**18.b For members to consider a second bench opposite Lings Lane (we have the funds from the Tudwick Charity)**  
 The bench was approved to be located on Pin Mill Common. Parish Clerk to order and organise.  
**18.c For members to consider the cost of Planting the Jubilee Trees (Cllr Ward)**  
 The item of £120.00 was approved by resolution  
**18.d Parish Clerk to inform the members that the recycling amount has been received £618.00**

Parish Clerk informed the members that the recycling grant of £618.00 has been received.

**19. Payments to Consider: May 2022** Payments:

A DD	Government Nest	April 2022 Pension Payment	£104.29		<b>£104.29</b>
B 002483	Jill Davis	April 2022 - Salary	£1279.56		<b>£1279.56</b>
C 002484	Suffolk Assn. of Local Councils	Annual Charge	£422.72		<b>£422.72</b>
D 002485	Sackers	Skip Hire and Empty	£449.65	£89.93	<b>£539.58</b>
E 002486	Booths Tarmacadam Ltd	Repair of Drainage	£455.00	£91.00	<b>£546.00</b>
F 002487	British Red Cross	Ukraine Appeal	£127.64		<b>£127.64</b>
G 002488	PJB Garden Maintenance	Invoice 106	£200.00		<b>£200.00</b>
H 002489	PJB Garden Maintenance	Invoice 107	£200.00		<b>£200.00</b>
I 002490	Chelmondiston Playing Fields Committee	Annual Grant	£2326.00		<b>£2326.00</b>
J 002491	Chelmondiston Playing Fields Committee	Grant Jubilee Event	£1000.00		<b>£1000.00</b>
K 002492	Jill Davis	April 2022 – Expenses (Final redirection Costs)	£781.83	£35.36	<b>£817.19</b>
<b>TOTAL:</b>			<b>£7346.69</b>	<b>£216.29</b>	<b>£7562.98</b>

Cheque Number L 002493 SA Meacock Garden Services £208.00 was provided after the agenda was published.

Payment Cheques A – L approved by resolution.

Cllr Bareham abstained.

**20.**

**The Next Parish Council Meeting:  
The next meeting of the Parish Council:  
Tuesday 07th of June 2022 at 7.30pm in the Village Hall**

**21.**

**The next meeting of the Annual/Parish Meeting  
Wednesday the 04<sup>th</sup> of May at 7.00pm in the Village Hall**

**There being no further business, the Chairman thanked everyone and closed the meeting at 8.27pm**

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

**Dated:.....02/08/2022**

**These minutes were approved by the members at the PC Meeting held on the 02/08/22**