



<p>this juncture which was an application for a new memorial bench. Following a discussion about this and future requests, the clerk was asked to contact the applicant to find out what their specific connection to Pin Mill was before taking this further.</p> <p><b>Picnic Area:</b> the clerk was asked to inform Babergh that the benches on the picnic area and car park were in a very poor state and the grass needed cutting.</p> <p><b>Graffiti:</b> there is graffiti on the wall of the driveway to Halcyon and Crows Nest.</p> <p><b>Landfill/fly tipping:</b> the road between the floating jetty and the sailing club is constantly being filled up with rubble which could possibly be fly tipping. The Chair agreed to try and establish who is responsible for that part of the road.</p> <p><b>Demolition of the Golden Fleece:</b> this appears to be being demolished, with the possible view to a new shed being built. It was agreed that Babergh needs to be informed</p> <p><b>The dog bin</b> which has been knocked could be replaced at the cost of £65.00. <b>Councillors unanimously agreed</b> for this work to go ahead.</p> <p><b>7(f) Footpaths:</b> Cllr Barwick reported they would be monitoring the footpaths at the end of this month. It was reported that footpath 25 behind the boatyard along the back of the common is almost impassable and that the bridleway at the back of 41 Woodlands is becoming quite dangerous.</p> <p><b>7(g) Website</b> – Cllr Price invited residents and councillors for feedback on the website, including suggestions for changes/additions</p> <p><b>8(h) School</b> – Cllr Lyrick will be consulting with the school about access to the village sign, their biodiversity plans and the upgrading of the Early Years playground.</p>	<p><b>Clerk</b></p> <p><b>Clerk</b></p> <p><b>Chair</b></p> <p><b>Cllr Beacon</b></p> <p><b>Cllr Barwick</b></p> <p><b>Cllr Lyrick</b></p>
<p><b>8. Correspondence report:</b></p> <p><b>8(a) Biodiversity Project</b> - the contents of the email from the Biodiversity Project at SCC were noted. The Chairman reported that the project could supply some free plants which might be useful for the Pin Mill plan. <b>Councillors unanimously agreed</b> to have a public consultation for residents on the plan for the common. The consultation would be multiple choice and could include an online survey, together with flyers through residents' doors.</p> <p><b>8(b) SNT</b> - The contents of the minutes of the SNT meeting were noted and the date and venue of the next meeting were noted.</p> <p><b>8(c)</b> The response from Highways re road studs had been circulated to all Councillors and was noted. Since the agenda had been published, further correspondence had been received:</p> <ul style="list-style-type: none"> <li>Grant funds from Babergh for groups and communities - the clerk was asked to forward this information to local groups.</li> <li>District CIL Bid Round 12. For projects over £10,000 applications can be made from 1<sup>st</sup> October up to 31<sup>st</sup> October.</li> <li>An update from Coasts and Heaths, including an opportunity to access volunteer working parties to undertake work to enhance areas within AONB.</li> </ul>	<p><b>Clerk</b></p>
<p><b>9. Banking issues:</b></p> <p><b>9(a) Bank mandate:</b> The Chairman reported the difficulties encountered when trying to communicate with the bank. Every effort was being made to resolve this matter, which is now becoming urgent.</p> <p><b>9(b) Board Resolution:</b> to consider signing the form for a Board Resolution to expedite access to the Council's bank accounts: this was now unnecessary.</p> <p>Cllr Beacon reported receiving an email from the bank asking him to register for online banking which he agreed to forward to the Chairman</p> <p><b>9(c) Online Banking:</b> to review the guidelines for online banking. The SALC guidelines had been circulated to Councillors prior to the meeting. <b>Councillors unanimously agreed</b> that online banking should be implemented as soon as practicable.</p>	<p><b>Cllr Beacon</b></p>
<p><b>10. Dinghy Park Pin Mill:</b> to receive an update on the Dinghy Park. In Cllr Melville's absence, the Chairman reported that several dinghy fees remained unpaid but a strategy is in place to address this.</p>	
<p><b>11. Other Pin Mill issues</b></p> <p><b>11(a)</b> The letter sent to Babergh DC re houseboats/work at Pin Mill had been circulated to all councillors and a reply had been received from Mark Emms in response to Cllr Melville's question about perceived stakeholders. This reply had also been circulated.</p> <p><b>11(b)</b> To consider a request for a memorial bench on Pin Mill Common – this item had been discussed under Agenda Item 7(e)</p> <p><b>11(c)</b> – Next steps following the letter and reply from Babergh DC re the work to be undertaken at Pin Mill – deferred.</p>	
<p><b>12. To receive an update on the request for an ANPR camera and a SID.</b> Cllr Lyrick explained that there are instructions on how to apply for ANPR cameras and suggested applying for two cameras for the village. The suitability of the position of the poles has to be assessed. For the position of the poles</p>	

to be agreed, the Council must obtain consent from the households next to the proposed sites. The Clerk will write to the residents to seek their approval once the sites have been chosen. The Clerk was asked to write to Cllr Harley to ask him who to approach to access the money allocated for road safety from the S106 agreement from The Ganges development so that the Council could purchase a SID,	Clerk Clerk																																			
<b>13. The Archive Storage – to discuss future plans:</b> storage options were discussed, including returning to the container on the playing field and, in the longer term renovating a container for council use whilst applying for funds for improvements to the playing field. Following the discussion, <b>Councillors unanimously agreed</b> to move back to the storage facility at the Playing Field and the clerk was asked to write and inform the Lessor of the current storage facility to inform them of the Council's decision.	Clerk																																			
<b>14. Recycling Centre: security:</b> to receive an update on the purchase of: <b>14(a) PPE</b> for the personnel working at the Centre - the Chairman has asked the volunteers to look out for suitable equipment which the Council will fund. <b>14(b) CCTV</b> Cllr Price reported that cameras have been installed and the cost had come in under the agreed budget. He also reported that the data connection needs to be set up, which should also be under budget. Cllr Cordle reported there had been fly tipping near her. Cllr Price agreed to follow up a contact provided by Cllr Potter for grants to help fund the above. If no funds were available the resources from the Recycling Centre would be used.	Cllr Price																																			
<b>15. To receive an update on the appointment of a permanent clerk:</b> the contract of the interim clerk, agreed at the last meeting, was signed, The hours worked in August were <b>unanimously agreed</b> and the Chairman would forward the information to SALC.	Chair																																			
<b>16. Jubilee Gardens:</b> to consider the options detailed in Cllr Lyrick's report: the plan is for a complete redesign and revamp of the Gardens. The clerk will investigate whether the Council's existing CIL funds could be used to pay for the cost of the plants which is £250. Cllr Lyrick reported it might take up to 4 days labour at £200 per day to get the basic work. It was agreed that some good topsoil would be needed but this had not yet been costed. Members of the Horticultural Group reported that low maintenance, eco-friendly plants had been picked, The clerk was asked to send a letter to a resident backing onto the Jubilee Gardens, asking them to remove their scaffolding poles. <b>Councillors unanimously agreed</b> to ask Paul B. to go ahead with the work required.	Clerk  Clerk																																			
<b>17, Financial Matters</b> <b>17(a) A current balance statement</b> , provided by Foreshore accounting, had been circulated, showing the following balances, which included a deduction for the September payments: <ul style="list-style-type: none"><li>Treasurer's Account: £ 5,622.27</li><li>Business Savings A/c £47,192.92</li><li><b>Total Bank Balances and cash £52,815.19</b></li></ul> <b>17(b)</b> For members to consider appointing SALC as the Internal Auditors for the 2023/24 financial year Cllr Kirkup proposed and Cllr Cordle seconded that SALC be appointed as Internal Auditors for the 2023/2024 financial year. <b>Councillors unanimously agreed</b> <b>17(c)</b> For members to consider and, if appropriate, agree the hours worked by the interim clerk up until and including 30 <sup>th</sup> August. A time sheet was included with the supporting papers – <b>agreed</b> under Agenda item 15. <b>17(d)</b> To agree a date for a Finance Advisory Group meeting – date to be agreed. <b>17(e)</b> To consider and, if appropriate, agree the following payments																																				
<table><tr><th>Payee</th><th>Inv Date</th><th>Inv no</th><th>Detail</th><th>Amount £</th></tr><tr><td>Mrs J M Hazlewood (clerk)</td><td>31/08/2023</td><td>To be agreed</td><td>Hours: 26/7/23-30/8/23</td><td>278.85</td></tr><tr><td>Mr Meacock</td><td>01/08/2023</td><td>69</td><td>Pin Mill Common/Chelmo VH</td><td>206.80</td></tr><tr><td>PJB Garden Maintenance</td><td>30/07/2023</td><td>2023-160CMPC</td><td>"Woodlands" completion</td><td>200.00</td></tr><tr><td>PJB Garden Maintenance</td><td>30/07/2023</td><td>2023-161CMPC</td><td>Strimming f/paths 23 &amp; 24</td><td>160.00</td></tr><tr><td>PJB Garden Maintenance</td><td>12/08/2023</td><td>2023-162CMPC</td><td>Strimming f/paths 25, start 47</td><td>160.00</td></tr><tr><td>PJB Garden Maintenance</td><td>12/08/2023</td><td>2023-163CMPC</td><td>Strimming f/paths 1 and end 47</td><td>160.00</td></tr></table>		Payee	Inv Date	Inv no	Detail	Amount £	Mrs J M Hazlewood (clerk)	31/08/2023	To be agreed	Hours: 26/7/23-30/8/23	278.85	Mr Meacock	01/08/2023	69	Pin Mill Common/Chelmo VH	206.80	PJB Garden Maintenance	30/07/2023	2023-160CMPC	"Woodlands" completion	200.00	PJB Garden Maintenance	30/07/2023	2023-161CMPC	Strimming f/paths 23 & 24	160.00	PJB Garden Maintenance	12/08/2023	2023-162CMPC	Strimming f/paths 25, start 47	160.00	PJB Garden Maintenance	12/08/2023	2023-163CMPC	Strimming f/paths 1 and end 47	160.00
Payee	Inv Date	Inv no	Detail	Amount £																																
Mrs J M Hazlewood (clerk)	31/08/2023	To be agreed	Hours: 26/7/23-30/8/23	278.85																																
Mr Meacock	01/08/2023	69	Pin Mill Common/Chelmo VH	206.80																																
PJB Garden Maintenance	30/07/2023	2023-160CMPC	"Woodlands" completion	200.00																																
PJB Garden Maintenance	30/07/2023	2023-161CMPC	Strimming f/paths 23 & 24	160.00																																
PJB Garden Maintenance	12/08/2023	2023-162CMPC	Strimming f/paths 25, start 47	160.00																																
PJB Garden Maintenance	12/08/2023	2023-163CMPC	Strimming f/paths 1 and end 47	160.00																																

Babergh District Council	29/08/23	1000171600	Parish Council Elections	1973.26	
<p>In addition to the payments listed above the following invoices had been received and were due to be paid:</p> <ul style="list-style-type: none"> <li>• Invoice for emptying the dog bin not undertaken by Babergh - £120</li> <li>• Room Hire for 8 meetings at the village hall - £154</li> </ul> <p>Cllr Cordle proposed and Cllr Barwick seconded that all the above payments be agreed. <b>Councillors unanimously agreed.</b></p>					
<p><b>18. Date of the next Parish Council Meeting;</b> the next Parish Council Meeting will be held on Tuesday 3<sup>rd</sup> October 2023 at 7.30 p.m. at the Village Hall. The Chairman reminded councillors and the members of the public present that there would be a presentation at 6.30 p.m., prior to the Council meeting, to David Cordle, who had served as Chairman of the Council for many years. All ex-councillors and interested parties were welcome to attend.</p> <p style="text-align: right;"><b>3<sup>rd</sup> October 2023</b></p> <p><b>Rosie Kirkup</b>  <b>Chairman</b>.....  <b>Date</b>.....</p>					

The Meeting finished at 9.09p.m.

*SCC: Suffolk County Council*

*SNT: Safer Neighbourhood Team*

*ANPR: Automatic Number Plate Recognition*

*SID: Speed Indicator Device*

*AONB: Area of Outstanding Natural Beauty*

***These minutes were signed as a true record of the meeting held on 5<sup>th</sup> September 2023. The original copy is held in the Chelmondiston Parish Council minute book and can be viewed by request.***