

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 WEDNESDAY THE 2ND of SEPTEMBER 2020 at 7.30pm.

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

Parish Clerk: Jill Davis

Public: 1 members of the public

Babergh and Suffolk Councillors: SCCllr Wood (8.28pm) 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 everyone. The Chairman thanked Cllr Roberts for all his hard work on behalf of the council and parishioners and acknowledged his resignation.
2. **Apologies for absence:** to receive and note apologies
Cllr Mckinnell - illness
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.
Item 16. Cllr Bareham – Partner of the Parish Clerk
Item 18.a Cllr Bareham – Partner of the Parish Clerk
Item 18.b Cllr Bareham – Partner of the Parish Clerk
4. **To approve the minutes of the Parish Council Meeting held on the 4th of August 2020 2020:**
The members approved for the minutes to be signed.
5. **Public Participation Session:** for the public to talk to Cllrs about items only on the agenda
None
6. **Reports:** to receive reports
6.a County Councillor Report
SCCllr Wood's 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 will be circulated to the members and uploaded to the website
7. **Clerk's Report:** Items received after publication of the agenda or for items needing discussion
Parish Clerk informed the members of two complaints re the overgrown footpaths 40 and 5
8. **Correspondence Report:** Items received after the publication of the agenda or for items needing discussion
No items for the meeting
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 following:
Meeting 01/09/2020
One Planning Application – Supported
One Planning Permission Granted – Grindle Cottage, Pin Mill
Discussion on the Planning White Paper Consultation
Full minutes can be viewed via the Planning section on the website
9.b Village Hall
No Report

9.c Playing Field

No Report

9.d Village Amenities

No Report

9.e Pin Mill Multi-Agency

No Report

9.f Climate and Ecological Emergency Working Party:

No Report

10. Recycle Centre: to inform**10.a To update the members with the Financial Information for August 2020**

Parish Clerk updated the members with the financial information for August 2020

10.b To update the members if necessary

Parish Clerk informed the members that there had been members of the public getting into the Recycle Centre and dumping waste.

11. Dinghy Park/Pin Mill

The Parish Clerk informed the members that a dinghy had been stolen from one of the Boatyards at Pin Mill.

12. Neighbourhood Plan**12.a Cllr Ward to update the members if necessary****Cllr Ward informed the members of the following:**

Statutory Consultation ends on the 01/09/2020

So Far 132 resident responses and no responses from businesses

The next Zoom Meeting of the Steering Group is the 08/09/2020 at 7.00pm.

The members thanked the member of the public who was present at the meeting for circulating a leaflet in relation to the Statutory Consultation.

12.b For members to consider applying for further funding for the Neighbourhood Plan (application completed by the steering group)

The members approved by resolution for the Steering Group to apply for further funding.

13. Covid - 19: UPDATE**13.a To inform members of the current expenditure**

Parish Clerk informed the members that £153.75 has been spent to date.

13.b To update members with the Covid – 19 Grant Award

Parish Clerk informed the members that the Grant Award has only be live for a short period of time and there has been no applications.

14. Finance and Administration:**14.a To inform the members of the casual vacancy – Cllr Roberts**

Parish Clerk informed the members that the Casual Vacancy Poster has been placed in the noticeboards

14.b To update members with the casual vacancy - Cllr Green

Parish Clerk informed the members that there has been no interest in the vacancy, so therefore the vacancy will now be advertised through co-option.

14.c For members to consider the cost of £150.00(day rate) for the hedge/grass cutting at the at footpath 5 and footpath 40.

The members approved by resolution for the work to be completed.

14.d To update members with the work completed on the website

Parish Clerk informed the members that the scan and fix work has been completed in time for the Accessibility Regulations. The website will be updated where necessary.

14.e For members to consider approving the Accessibility Statement for the website

The members approved by resolution the Accessibility Statement to be uploaded to the website

14.f To update the members with the July 2020 Bank statements

Parish Clerk minuted that the Bank Statements for July 2020 have been circulated to the members

14.g To update the members with the monthly financial information for August 2020**Parish Clerk informed the members of the following:**

Total Bank Accounts - £78,156.94

Earmarked Reserves - £52,228.11

Working Capital Available - £25,928.83

14.h To update members with the car park works

Parish Clerk informed the members that the contractor is hoping to complete the end at the end of September. The car park will be closed for one week and the contractor will give the parish council two weeks' notice so that the relevant parishioners and businesses can be informed.

14.1 To inform the members of the progress of the grant request to help with the costings for the car park

Parish Clerk informed the members that both the grants from SCC and BDC to help with the financial cost of the car park have been received.

14.j To inform the members that the Notice of the Public Rights has been amended due to the August Bank Holiday. The dates are the 17th of August through to the 28th of September

Parish Clerk informed the members that the Notice of Public Rights has been extended due to the Bank Holiday on the 31/08/2020

14.k To inform the members that the 2019 -2020 accounts overview have been received by the external auditor

Parish Clerk minuted that the 2019 -2020 Accounts had been sent and have been received by the External Auditor.

14.l To inform members that the NALC PowerPoint presentation from NALC (Suffolk AGM) has been circulated to members.

Parish Clerk minuted that the information from NALCs presentation at SALCs AGM has been circulated to all members

14.m To inform the members: Babergh's next Area Forum is Monday the 14th of September

Parish Clerk asked if any members were interested in attending virtually to please let her know.

14.n For members to consider the request from The Shotley Peninsula Cycling Campaign for CIL Funds from the 'Woodlands' development

This item was deferred due to funding not being available at the moment

14.o For members to consider a response or for members to delegate the response to the Steering Group – White Paper Planning for the future Consultation

This consideration was withdrawn as the Planning Committee have addressed the item in the earlier Planning Meeting.

14.p For members to consider a response or for members to delegate the response to the Steering Group – Babergh BDC Five-year Housing Land Supply Position Statement 2020 Consultation

This consideration was withdrawn as the Planning Committee have addressed the item in the earlier Planning Meeting.

14.q For members to consider the Memorial Bench Policy

The members approved by resolution to approve the Memorial Bench Policy. Cllr Ward abstained.

14.r For members to consider the Memorial Bench Application

The members approved by resolution to approve the application form. Cllr Ward abstained.

15. Great British Beach Clean:

For members to consider registering for the Great British Beach Clean

The members agreed for Cllr Ward to ask Cllr Stanley if you would consider organising the event. Cllr Ward will update the members.

16. Payments to Consider: August 2020 Payments

A 002289	PJB Garden Maintenance	Footpath - Pykle	£150.00		£150.00
B 00290	SA Meacock	Monthly Garden Services	£208.00		£208.00
C 002291	Community Action Suffolk	Accessibility Audit	£120.00	£24.00	£144.00
D 002292	Jill Davis	August Pay	£1167.13		£1167.13
E 002293	Jill Davis	August Expenses	£149.50	£9.70	£159.20
F 002294	S. Sacker Limited	Skip Hire/Haulage	£408.11	£81.62	£489.73
G 002295	S. Sacker Limited	Skip Hire/Haulage	£632.04	£126.41	£758.45
H 002296	Jill Davis	Covid – 19 Expenses	£10.26		£10.26
TOTAL:			£2845.04	£241.73	£3086.77

The members approved by resolution the payments to be made.
Cllr Bareham abstained from the vote.

17.

The Next Parish Council Meeting:
The next meeting of the Parish Council:
Tuesday 6th of October 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

Employment Matters:

18.a For members to approve the pension payment.

Parish Clerk explained the issue in relation to the pension contributions.
The members approved by resolution the pension payment to be made.

18.b To remind members of the clerk's annual leave

The Parish Clerk reminded the members of her annual leave in September. Cllrs David Cordle and Keeble will be supporting the parish council while the clerk is away.

There being no further business the Chairman thanked everyone and closed the meeting at 8.36pm.

Signed:.....

Dated:.....

DRAFT