

**MINUTES OF THE CHELMONDISTON PARISH COUNCIL MEETING HELD ON
TUESDAY 3rd MARCH 2015 IN THE VILLAGE HALL AT 7.30 pm.**

Present: *Councillors:* R Kirkup, A Fox, J Hawkins, C Keeble, J Deacon, B Walker, Dot Cordle, S Chicken and D Barwick

In attendance: Fran Sewell - Parish Clerk

Public: SCCllr David Wood

Abbreviations: **Cllr:** Councillor. **PC:** Parish Council. **BDC:** Babergh District Council.

BDC/MSDC: Babergh District/Mid Suffolk District Councils **CAS:** Community Action Suffolk.

PMBMCIC: Pin Mill Bay Management Community Interest Company. **SALC:** Suffolk Association of Local Councils. **SCC:** Suffolk County Council. **CEP:** Community Emergency Plan. **VDS:** Village Design Statement

The Council, members of the public were reminded that they may record/film/photograph or broadcast the meeting when the public and the press were not lawfully excluded.

1. **Welcome by Chairman** and to receive **Apologies for Absence** : Cllr Kirkup took the Chair in the absence of Cllr David Cordle, and welcomed everyone.
Apologies were received from Cllr David Cordle and Cllr M Stevens; these were accepted. PCSO Joanne Adams sent her apology as she was unable to attend.
2. **Dispensations: to consider requests AND Declaration of Interests: to receive Pecuniary and Non Pecuniary Interests from Cllrs on items to be considered at this meeting.**
Cllr R Kirkup declared a pecuniary interest re **Item 12.4 f)** as she would be the recipient of expenses owed.
3. **Minutes of the Meeting: to agree minutes of the meeting held on 3rd February 2015**
These Parish Council minutes were taken as read and the Chairman was authorised to sign them, as a true and correct record of the proceedings.
4. **Matters Arising: to report on matters arising from meeting on 3rd February 2015**
None.
5. **Public Participation Session: for the public to talk to Cllrs about items on the agenda**
No public present.
AND to receive REPORTS (if available) from:
 - a) **Safer Neighbourhood Team: Written..2 crimes for February**
13/02/15: Burglary dwelling - Law's Cottage (Take Away). Access gained to the flat above and items stolen.
13-14/02/15: Butt & Oyster, Access gained - cash till taken.
General parking query: generally vehicles are required to be 10m from a junction (providing there are no lines).
 - b) **County Councillor: David Wood reported** * 0% increase in the Council Tax. * £40m deficit on the budget therefore further cuts would be made. Questions were asked as to why reserves of over £100m were not being utilised. * Adult and Children's Services would be affected.
* Raising the Bar - exam results had improved slightly.
Questions from Cllrs.....
Broadband: Cllr Chicken raised questions as to why BT were not installing faster broadband to Chelmondiston, which was proving to be a major hindrance to local companies and those who work from home. It was suggested that individuals should be encouraged to write and complain to BT.
Proposal: to write to BT.
Proposed: Cllr S Chicken **Seconded:** Cllr C Keeble **Vote:** all in favour
 - c) **District Councillor: John Deacon reported** - * 0% increase in the Council Tax. * further cuts to be made. *Call for Sites - land appearing on the register does not guarantee approval for planning purposes. * New development (Ipswich Fringe) near Tesco. * HMS Ganges application has been recalled.
6. **REPORTS FROM... Committees/Representatives of other Committees/Groups/Meetings: to receive reports and proposals/requests and to take any action deemed necessary.**
 - a) **Planning:**
 - i) **Report on 17/02/2015 meeting (See full minutes).**

Permitted Development issues; Planning notifications; HMS Ganges and CIL were discussed.

APPLICATIONS

B/15/00098/TPO - Oak Lodge, Hill Farm Lane, Chelmondiston, Ipswich, IP9 1JU

Reduction of crown of Sycamore tree (T3) by 30% and associated works, protected by Tree Preservation Order BT 84/T3 [Case Officer: David Pizzey]

The Committee recommend SUPPORTING this application and asked that consideration was given to removing the TPO as this type of tree was extremely common and proliferated rapidly, causing problems for neighbouring properties.

DECISIONS

B/14/01403/FUL/LJB - Jetty on Foreshore, Pin Mill, Chelmondiston.

Construction of new jetty including full build of original & extension, for use as mooring of vessels undergoing repair, rebuild or improvement & non-residential business use (retention of).

Permission has been GRANTED by Babergh DC, **subject to conditions.**

"The use of the Jetty hereby approved is restricted to the mooring of vessels undergoing active repair, rebuild or improvement and non-residential business use only. The Jetty shall not be used for the storage or laying-up of vessels or to moor vessels that are used for any residential purposes, including vessels used as holiday accommodation."

- ii) **New Joint BDC/MSDC Local Plan:** Cllr Kirkup and the Clerk had attended a BDC workshop. A meeting had since been held with Cllr Kirkup, Cllr Deacon and the Clerk who discussed the papers in order to formulate draft responses to consultation questions. The draft to be considered by Cllrs before the close of the consultation on 12th March
 - iii) **Village Design Statement:** Next meeting 26th March 2015.
- b) Footpaths, Trees & Hedgerows Group: Report on condition of FPs**
- * Clerk had forwarded to PRow, photos of missing or inappropriate signage taken along the route of B'way 14, 15 and 17 and FP 16.
 - * Resident had confirmed that Anglian Water had repaired the surface of the B'way to the Sewage Works and they had been thanked.
- i) **Parish path cutting: to consider contract with SCC**
The Clerk confirmed that the grant payment would remain the same (£322.60); the cost of 2 cuts of the footpaths. The cost of further cuts would be the responsibility of the PC.
Proposal: to continue the contract with SCC for 2015/16 season.
Proposed: Cllr A Fox **Seconded:** Cllr Dot Cordle **Vote:** all in favour
 - ii) **Pin Mill FP50 - to consider resurfacing.**
Clerk had received concerns about the state of the path - very muddy/slippy in wet weather. It was suggested that Clerk contact the Unpaid Work Team and Lee Foster for an evaluation and quote.
Proposal: to resurface - for the Clerk to organise and arrange for gravel to be purchased.
Proposed: Cllr J Deacon **Seconded:** Cllr B Walker **Vote:** all in favour
 - iii) **FP42 Nat Trust/Coastal Path: to consider a letter to relevant parties**
Concerns raised as to the condition of the path, which in places was extremely muddy/slippy and practically impassable in some areas.
Proposal: to write to the Trust c.c. to Suffolk Coast & Heaths and SCCllr D Wood
Proposed: Cllr R Kirkup **Seconded:** Cllr B Walker **Vote:** 7 in favour 1abstention
- c) Village Hall: Report from meeting if available.** No meeting.
- d) Community Emergency Plan: update from Cllr Deacon/Clerk**
- i) **Courses** - Cllr Deacon and Cllr Kirkup had attended a First Aid course. Cllr Chicken agreed to attend a Course. He would arrange.
 - ii) **V. Hall 'phone** - Clerk had contacted BT several times. Still no further forward.
 - iii) **Rest centre-info for V. Hall** - The Chairman of the V. Hall had confirmed that it had been agreed to house one of the emergency boxes and suggested that there should be an opportunity to arrange a 'format' if there was an emergency e.g. the provision of refreshments etc. Clerk to confirm with the WI and report to the V. Hall Cttee.
- e) Playing Field: Report from meeting if available**
- i) **Grant/gym equipment** - Clerk had spoken with Biffa and the Chairman of the Playing Field Cttee and was now in the process of acquiring quotations for the equipment to a maximum of £10,000, which then have to be submitted to Biffa. The Chairman of the

Cttee has asked for a grant of £4,000 with the remainder coming from monies held for the Cttee by the PC and from PC funds. The VAT reclaimed will go towards the cost of the project. If the grant is awarded a '3rd party payment' of £205 has to be paid to Biffa before the grant is released.

f) **Village Amenities:** *Cllr Keeble* reminded Council that the seats and picnic benches would need maintenance this coming season. Clerk would contact the Unpaid Work Team.

g) **Pin Mill Bay MCIC:** No report available

h) **Clerk's Reports:**

i) **Elections** - Clerk handed out election papers to all Cllrs.

Nomination papers and the consent to nomination form must be **hand delivered** to the Returning Officer at BDC between 9am and 5pm on any working day, from Monday 23rd March and Wednesday 8th April, and between 9am and 4pm on Thursday 9th April 2015. Papers received after this time will not be valid.

ii) **Community Council (Chelplin Projects Cttee) Storage** - Their Chairman had submitted two options for consideration. A Shed Store adjacent to the V. Hall or a container on the village car park. Clerk reminded Council that it was the responsibility of the Cttee to discuss the former with the V. Hall Cttee. The PC was evenly divided, as there were pros and cons for both.

Clerk would inform the Chairman.

iii) **Courses - Local Council Public Advisory Service:** Neighbourhood Planning Course at Bury St Edmunds and Clerk's Networking Day at Claydon.

Propose: Clerk to attend.

Proposal: Cllr Dot Cordle **Seconded:** Cllr A Fox **Vote:** all in favour

iv) **Any other - Litter-pick:** arranged for Saturday 21st March. Clerk to advertise.

Sacks of rubbish to be placed at the Collimer Close car park for BDC to collect.

7. **CORRESPONDENCE:** *to respond to correspondence and to take any action deemed necessary.*

7.1 **Suffolk Housing:** *Mill Field* - Letter/Poster explaining the need for applicants to be registered with the local authority so that they may actively bid on the homes when they become available. Poster on board.

7.2 **JMP Wilcox Ltd:** *Textile banks* - Currency price adjustment. Due to fluctuations in world currencies, as from March 2015 the price will be £300 per tonne. Clerk confirmed that this would have an effect on the revenue of the Recycling Centre.

7.3 **DABS:** *Ipswich Disabled Advice Bureau* - request for funding.

7.4 **Magpas:** *Helimedi The Emergency Medical Charity* - request for funding.

7.5 **Suffolk Constabulary:** *Report* - savings of £16.4 million were expected to be achieved by 2018. This period has been extended until 2020. The savings figure for this 5 year period is now £20.5m. 83 Police Officers, 38 police staff post and 3 PCSO posts will be removed by March 2016. 63 of the Police Office posts will be taken from Suffolk's County Policing Command. 63 posts will be removed from the organisation from April 1st 2015.

7.6 **Suffolk CC:** *Education and Learning Infrastructure Plan* - A new plan being developed to provide a long term strategy for education and learning infrastructure requirements. See plan and associated Cabinet report.

<http://committeeminutes.suffolkcc.gov/LoadDocument.aspx?rID=0900271181575f6c>

<http://committeeminutes.suffolkcc.gov/LoadDocument.aspx?rID=0900271181575f6d>

7.7 **SALC:** *Cllr Travel Expenses* - Draft regulations are being made to introduce an exemption from income tax for certain travel expenses paid to Cllrs. At present many councils restrict payments for car or van usage to 45 pence per mile for the first 10,000 miles and 25p per mile after that. These rates will still apply under the new legislation but tax exempt travel expenses will apply to a greater range of journeys. (*See Circulation Bag*)

7.8 **SALC:** *Automatic Precept Referendums (APR)* - Government has decided not to apply APRs to councils in 2015-2016. Local councils are subject to an annual Government decision on this matter, which is decided on, as part of the Local Government Finance Settlement. The Report 2015/16 states that only billing authorities and major precepting authorities (which does not include local councils) will be subject to referendums.

A 2% threshold is being set for other authorities. (*See Circulation Bag*)

7.9 Circulation Bag

SALC: *LAIS 1372 - *Transparency Code for Smaller Councils* *LAIS 1373-*Cllr Travel Expenses* *LAIS 1375 *The Electronic Summons* *Minutes of Babergh Area Meeting (Dec) including presentation by Barry Hunter, Director of Finance BDC/MSDC.

NALC: *Legal Topic Note LTN5* (Feb 2015) - Parish & Community Council Meetings.

Chelmo'PC: Bank reconciliation (Feb 2015)

8. RECYCLING CENTRE: *to consider reports and to take any action deemed necessary.*

Quotation: to consider quotation received prior to the meeting for CCTV at the site. Due to the proposed cost, Clerk would arrange for another quotation and contact SCC as to whether they had kept the solar panels that were used on the original office.

9. PIN MILL: *Dinghy Park /Grindle/Common - to receive reports/proposals and to take any action deemed necessary.*

Letters to permit holders would go out this month.

10. Village Car Park: *update on private access and resurfacing.*

No response received to letter requesting reinstatement of hedge. It was agreed that the PC should send another letter saying that the PC would plant the hedging plus put in a post, if work was not carried out by 20th March 2015.

Resurfacing: Clerk to get quote for gravel: 1-2 tonnes

11. The Electronic Summons: *to confirm Cllrs' consent to receiving summons by e-mail.*

The Local Government (Electronic Communications) (England) Order 2015 is now in force, permitting email service of the summons to Cllrs to attend meetings. The PC had resolved in 2012 the use of an email summons (*See S.O. 15bi*). However, members have now to give their consent if they wish the summons to be transmitted electronically and this should be minuted.

Proposal: that all Cllrs present (named) at this meeting agree to having their summons (agenda) emailed to them until further notice and to revise S.O.15bi accordingly.

Proposed: Cllr S Chicken **Seconded:** Cllr Dot Cordle **Vote:** all in favour

12. FINANCIAL ITEMS:**12.1 RFO's Monthly Report:** - February - Bank Reconciliation (*See Circulation bag*)

500141 JMP Wilcox: <i>Textile bank</i>	240.00	<i>Paid in</i>	06 Feb
Lloyds Bank: <i>Interest Feb</i>	2.24	<i>Paid in</i>	09 Feb

BALANCE on 28th FEBRUARY 2015 Ear marked (included within total credit)

Un-presented chqs: V Hall	34.00	2,000.00	Household Recycling Centre
Treasurers Account	1,022.52	6,291.00	Playing Field (<i>precept</i>)
Business Instant Access Acc.	<u>51,303.04</u>	<u>325.00</u>	Tennis Courts (<i>ear marked</i>)
Total (in credit)	£52,325.56	£8,616.00	

12.2 Precept confirmation 2015/16: received from BDC. £24,430 to be paid in two instalments 50% in April and 50% in September 2015. The precept gives the parish a Council Tax Band D amount of £62.18, a decrease of 0.05% on 2014/15. BDC will pay a grant of £1,221.50, which will be paid in full in April 2015.**12.3 The Pensions Regulator:** *automatic enrolment*

All employers are legally required to enrol certain staff into a pension scheme and make contributions. The Clerk has registered as the point of contact.

A plan needs to be developed and a pension scheme chosen. Staging date is 1st June 2016.

12.4 to consider Payments to: *and other invoices arriving after the posting of this agenda.*

Figures [] = VAT

1663 a) S A Meacock: <i>Pin Mill Grass Cutting etc.</i>				72.50
1664 b) Mrs F Sewell: <i>Expenses: Ink Warehouse</i>	8.00	[1.60]	9.60	
<i>Salary (Feb)</i>			<u>658.54</u>	668.14
1665 c) Babergh DC: <i>Litter/dog bin service (2014)</i>	639.12	[127.82]	766.94	
1666 d) Chelmondiston Village Hall: <i>Room hire (Jan/Feb/Mar 2015)</i>				56.00
1667 e) Mr B Miller: <i>Jubilee garden (2014)</i>				250.00
1668 f) Mrs R Kirkup: <i>Cllr travel expenses (09/02/15)</i>				14.40

Proposal: to approve payment of invoices listed: **a) 1663 to e) 1667**

Proposed: Cllr J Hawkins **Seconded:** Cllr D Barwick **Vote:** all in favour

Proposal: to approve payment of invoice listed: **f) 1668**

Proposed: Cllr C Keeble **Seconded:** Cllr Dot Cordle **Vote:** 8 in favour
(no vote Cllr Kirkup)

13. Reports of Other Business (not itemised): to be included on next agenda if necessary.
None.

14. THE NEXT PARISH COUNCIL MEETING – Tuesday 7th APRIL 2015 in the VILLAGE Hall

There being no further business to discuss the Chairman thanked everyone and closed the meeting at 9.21pm.

Signed*David Cordle (Chairman)*

Date07/04/2015.....

It was agreed at the meeting held on 7th April 2015 that these minutes were a true record of the March meeting and were signed by the Chairman, Cllr David Cordle.