

Chelmondiston Parish Council

Chairman: Cllr Rosie Kirkup

chairman@chelmondistonpc.info

Parish Clerk: Ms. Lucy Whiting

Clerk@chelmondistonpc.info

A Meeting of **CHELMONDISTON PARISH COUNCIL** will be held IN THE VILLAGE HALL on **Tuesday November 7th 2023 AT 7.30PM.**

All Committee Members are summoned to attend. Parishioners and members of the public are very welcome.

AGENDA

The Council, members of the public and the press may record/film/photograph or broadcast this meeting when the public and the press are not lawfully excluded. This does not extend to live verbal commentary. Any member of the public who attends a meeting and objects to being filmed should advise the Parish Clerk who will instruct that they are not included in the filming.

- 1. Welcome by the Chairman:**
- 2. Apologies for absence:** to receive and approve apologies for absences.
- 3. Declarations of Interest:**
 - 3a:** to receive declarations of pecuniary and local non-pecuniary interest(s) in items on the agenda and their nature including gifts of hospitality exceeding £25.
 - 3b:** to receive requests for dispensations.
- 4. To approve and sign the minutes of the Parish Council Meeting held on the 3rd October 2023**
- 5. Public Participation Session:** for the public to talk to the Councillors about items on the agenda.
- 6. Reports:** to receive reports from the County Councillor and the District Councillor:
 - 6a.** County Councillor Report
 - 6b.** District Councillor Report
- 7. Reports From: Committees/Representatives of other Committees/Groups/Meetings:** to receive **reports/proposals/requests and considerations** and agree on any actions needed:
 - 7a:** Village Hall
 - 7b:** Playing Field
 - 7c:** Footpaths
 - 7d:** School
 - 7e:** Website: footer on council emails
 - 7f:** To consider continuing with current IT service provider.

8. Chelmondiston village amenities:

8a: Chelmondiston village sign

8b: Refurbishment of village notice boards (3)

8c: Chelmondiston village car park: Hedge trimming and car parking issues

8d: Bank House: Letter to resident re: access/gate to village car park

8e: Jubilee Gardens: report on progress

9. Pin Mill - Village amenities: Update on Pin Mill matters

9a: Dinghy Park: to receive an update on the Dinghy Park and how to administer it.

9b: To consider the next steps following the exchange of communication with Babergh District Council re the work needed on the hard

9c: Flood control issues

10. Pin Mill Regeneration Plan

11. Recycling Centre

11.a Financial position

11.b Request for hedge and tree trimming.

11.c Risk Assessment review.

12. Planning: to consider new planning consultations and to receive an update on existing planning consultations:

13. Correspondence Report to note or to consider a response:

13a: Sea Link Consultation

13b: Review of Polling Districts

13c: Request for salt for black ice at Pin Mill

13d: Peninsula Parishes Joint meeting 28.10.23.

13e: Request for support for Shotley Library.

13f: Letter from David Cordle

13g: Report on Babergh Town and Parish Liaison meeting of 30.10.23

14. Defibrillator Check/pad renewal: Update

15. Grant Applications/Review of Memorial Policy

16. Data Protection Officer: To inform the Council of a change to DPO

17. To receive an update on S106 monies: available for road safety as a result of the Ganges development.

18. Clerk's Report:

a. B1456 - Parked lorry

b. Remembrance Day - Update on wreath & bugler

c. Access to container - Updating filing system

19. Finance: to receive an update on finance matters:

19a: Finance Advisory Group meetings on 25th October and 27th November.

19b: Bank mandate – to receive an update on the progress of revising the bank mandate.

19c: Online banking – to receive an update on the progress of registering for online access.

19d: Resolution to take the necessary steps to enable the Council to use on-line bank payments.

19e: To receive a statement of resources from Foreshore Accountancy as at 31/10/23

19f: Progress on setting budget for 2024-25.

19g: To consider and approve the following payments including any invoices received since the publication of the agenda for expenditure approved in the 23-24 budget.

Payee	Inv Date	Detail	Invoice Number	Amount £
Mrs J M Hazlewood (clerk)	31/10/23	Interim clerk's hours		£223.26
Ms. Lucy Whiting	31/10/23	Clerk's Salary		£646.32
Village Hall	01/11/23	Room Hire Aug/Sep/Oct	1664	£66.00
Remembrance Day	N/A	Donation		£15.00
Community Action Suffolk	01/10/23	Website Hosting	INV-3263	£60.00
PJB Gardening	30/09/23	Gardening Services	166CMPC + 167CMPC	£400.00
SA Meadcock	??	Gardening Services	71	£206.80
St Andrew's PCC	26/09/23	Room Hire	CPC230926	£12.50
Realise Futures	19/10/23	Bench for Pin Mill	4935	£1706.4 0
Rosie Kirkup	27/10/23	Postage, key cutting		£16.90

20. To consider items for future agendas

21. Date of the next Parish Council Meeting:

Tuesday 5th December 2023, at 7.30 p.m. in the Village Hall

Lucy Whiting
Proper Officer

02.11.2023