

Chelmondiston Parish Council

Chairman: Cllr. David Cordle

Parish Clerk: Mrs Jill Davis e-mail: clerk@chelmondistonpc.info or Tel: 01473 780159

A Meeting of **CHELMONDISTON PARISH COUNCIL** will be held in **THE PAVILION (ON THE PLAYING FIELD)** on **TUESDAY 11th SEPTEMBER 2018** at **7.30pm**. All Parish Councillors are summoned to attend and all parishioners are invited.

AGENDA

The Council, members of the public and the press may record/film/photograph or broadcast this meeting when the public and the press is 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 Chairman** and to receive and consider **Apologies for Absence**
2. **Dispensations:** to consider requests and **Declarations of Interest** to receive Pecuniary and Non-Pecuniary Interests from Cllrs on items to be considered at this meeting.
3. **Minutes of the Meeting:** to agree minutes of the meeting held on **7TH AUGUST 2018**.
4. **Public Participation Session:** for the public to talk to Cllrs about items on the agenda **AND** to receive **Reports** (if available) from:
 - a) **County Councillor:**
 - b) **District Councillors:**
5. **Reports From: Committees/Representatives of other Committees/Groups/Meetings:** to receive **reports and proposals/requests** and to take **any action** deemed necessary.
 - a) **Planning Committee:** to update
 - b) **Village Hall:** to update
 - c) **Playing Field:** to update
 - d) **Village Amenities:** Asset maintenance/ War memorial: to update
 - e) **Other**
6. **Clerks Report:** and to consider any action necessary
 - a) **Updates:** report from previous meetings
Pin Mill Pot Hole – repaired
Pin Mill Common – tree removed
SCC maintenance issues still outstanding and chased
Grit Bin Ordered – has previously been approved
 - b) **Centenary Event Meeting:** to inform
Next meeting 27/09/2018 at 7.15pm Shotley Village Hall – all welcome
 - c) **Pin Mill Quotation:** **to approve**
Contractor to repair and fit plastic fronts on Boards on Pin Mill Common £30.00
 - d) **Community Payback team:** to inform
Village Hall – Work completed
Benches – to be completed
 - e) **Centenary Event:** to inform
Order of Service
 - f) **Bylam Common:** to discuss
Where is the key?
 - g) **Pin Mill Road:** to inform
Road Closure – Review requested via SCC
Diversion includes no Traffic Management
Several complaints – all replied
 - h) **Community Payback Team:** to discuss
Suggestions of areas
Dinghy Park, any other areas
7. **Correspondence:** to take any action deemed necessary on correspondence received
8. **Lone Working Policy:** **to approve**
Approve a new policy
9. **Website Training** **to approve**
Cllr Bareham requested training £40.00 + VAT
10. **Village Hall:** **to approve**
Contractor to maintain Village Hall £23.00 per hour when needed (Meacock Garden Services)
11. **Suffolk Coast and Heaths:** to inform
Volunteers needed from October 2018 to March 2019

12.	Clerks Appraisal: to update Just a reminder – inform the Chairman	
13.	Budget 2019 -2020: to inform Just a reminder of suggestions	
14.	Pin Mill Bay Management CIC: to inform Resident letter	
15.	Pin Mill Bay Management CIC: to inform PMBMCIC Letter	
16.	Boundary Commission: to inform	
17.	Recycling Centre: to update Financials Up to 07/08/2018 - £192.44- (to date) £7880.93 (set aside)	
18.	RFO's Monthly Report: August's 2018 Bank Reconciliation Up to 28/08/2018	
18.1	To Consider Payments to: and other invoices arriving after the posting of this agenda	
	a) 2056 Jill Davis: August Expenses £121.41 [£3.47]	£124.88
	b) 2057 Jill Davis: August Salary	£986.67
	c) 2058 Business Services at CAS Ltd: Annual Insurance Payment	£959.72
	d) 2059 SA Meacock Garden Services: Monthly Payment	£72.50
	e) 2060 SA Meacock Garden Services: Removal of Tree	£70.50
	f) 2061 Kirkwells Limited: Part Payment of Neighbourhood Plan £2,030.00 [£406.00]	£2436.00
	g) 2062 Suffolk Association of Local Councils: Councillor Training £103.00 [£20.60]	£123.60
	TOTAL:	£4773.87

**The Next Parish Council Meeting:
Tues 2nd October at 7.30pm in the Village Hall.**

Jill Davis – clerk@chelmondistonpc.info 01473 780159

Prepared: 28th August 2018