

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 VILLAGE HALL** on **TUESDAY 5TH FEBRUARY 2019** 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 **8TH JANUARY 2019**.
4. **Minutes of the Meeting:** to approve the amended minutes held on **6TH NOVEMBER 2018**.
5. **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:**
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 Committee:** to report
 - b) **Village Hall:** to report
 - c) **Playing Field:** to report
 - d) **Village Amenities:** to report
 - e) **Other:** to discuss
 - Red lion Bus Stop (Cllrs Deacon and Roberts)
 - Grant help (Member of the public)
 - Disabled Access (Cllr Roberts)
 - Foot Paths 25/33 (Cllr Barwick)
 - Website (Cllr Bareham)
7. **Clerks Report:** and to consider any action necessary
 - a) **Updates:** report from previous meetings
 - ICO Payment
 - Zip Wire
 - Projector
 - b) **Planning Presentation:** to inform
 - Meeting of 25/01/2019
 - c) **Spring Litter Pick:** to discuss
 - Litter Pick (Keep Britain Tidy 22/03/2019 -23/04/2019)
 - d) **England Coast Path:** to inform
 - Meeting 7/2/2019 6pm Shotley Large Committee Room Village Hall.
 - e) **Post Office Hedge:** to inform
 - 18/02/2019 Post Office/ Red lion
 - f) **Babergh East, Police and Parish Forum:** to inform
 - Meeting 19/12/2018
 - g) **AONB Monthly Update:** to inform
 - January 2019
 - h) **Suffolk County Council:** to inform
 - School and Post Travel Policies from September 2019
8. **Correspondence:** to take any action deemed necessary on correspondence received
9. **Land Adjacent to Woodlands:** to inform
 - Informal Meeting (Cllr Deacon)
 - Website Comments (Cllr Bareham)
10. **Recycling Centre:** to consider
 - Financial Information
 - Assets of Community Value (25/03/2019)
11. **Pin Mill Bay Management CIC:** to consider
 - Pin Mill Multi-Agency (Chairman and Parish Clerk)

12. **Playing Field Charity:** to consider
Tennis Club Letter
Parish Councils Assets Gifted
Historical Information
13. **Protocols for Public Participation in Council Meetings:** to approve
14. **Babergh and Mid Suffolk:** to discuss
Communities Strategy
15. **Neighbourhood Plan:** to consider
16. **Financial Matters:**
- 16.1 **Budget 2019- 2020:** to consider
Layout of classifications
- 16.2 **Reserves/ ear marked 2019 - 2020:** to consider
Budget 2019 - 2020
- 16.3 **Village Hall Grant Request:** to consider
£200.00 – Standing Charges
- 16.4 **Playing Field Charity Grant Request:** to consider
Pavilion Roof £8,000 Quote
- 16.5 **Insurance Quote Zip Wire:** to approve
Zip Wire Cost £64.14
- 16.6 **Neighbourhood CIL:** to inform
Village Sign – Cleaning and Repositioning
War memorial – cleaning and restating the names
Road Signs into the Village
Christmas Tree
- 16.7 **Babergh East and Parish Forum:** to consider
Village Hall 09/10/2019
Cost £40.00
- 16.8 **DPO Officer:** to consider
Service Level Agreement 25/04/2019 £150.000
- 16.9 **Section 137 Expenditure Limit 2019 -2020:** to inform
£8.12 per resident Electoral Role.
- 16.10 **VAT:** to inform
VAT Reclaim £1,830.18
- 16.11 **A Christmas Carol Theatre Show on Tour:** to consider
£300.00 per one show Village Hall.
- 16.12 **RFO's Monthly Report:** January's 2019 Bank Reconciliation
- 16.13 **Chelmondiston Methodist church:** to approve
January 2019 PC Meeting (PC Financial regulations 4.1 – within budget classification)
- 16.14 **To Consider Payments to:** and other invoices arriving after the posting of this agenda

a) 2104 Jill Davis: January 2019 Expenses £344.34 [£56.40] ***	£400.84
b) 2105 Jill Davis: January's Salary 2019	£742.22
c) 2106 SA Meacock: Monthly Garden services	£72.50
d) 2107 Streetscape: Zip Wire £9960.00 [£1992.00]	£11,952.00
e) 2108 Chelmondiston Methodist Church: Room Hire	£20.00
f) 2109 Mr A.M Gould (Maytrees): Hard Disc for Laptop	£39.97
g) 2110 Mr A.M Gould (Maytrees): Annual Fee	£50.00
h) 2111 CAS: Insurance for Zip Wire	£64.14

TOTAL: £13,341.67

*** £319.99 purchase of a Projector for use in Planning applications, for the community. Power used Local Authorities Goods and services Act 1970 S1(b). Minuted 06/11/2018 15.4 sheet number 504.

17. **Clerk Holidays:** to approve
6 hours 15/02/2019 (2018 -2019)
23 hours 15/04/2019 -11/04/2019 (2019 -2020)
23 hours 10/06/2019 -16/06/2019 (2019 -2020)
46 hours 09/09/2019 – 22/09/2019 (2019 – 2020)
18. **Presentation of Expenses:** to consider
Cllr Roberts (4.1 PC Financial Regulations up to £1,000)
-

-
19. **Parish Council Vacancy:** to consider
Application by Co-option
20. **The Next Parish Council Meeting:**
Tues 5TH MARCH 2019 at 7.30pm in the Village Hall.
21. **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
Correspondence Matter: to consider
22. **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 Matter: to consider
23. **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 Matter: to consider
24. **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 Matter: to inform
25. **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 Matter: to inform

Jill Davis – clerk@chelmondistonpc.info 01473 780159

31st January 2019
