**Chelmondiston Parish Council**

Chairman: Cllr Rosie Kirkup

Parish Clerk: Ms Katie Davies e-mail: [**clerk@chelmondiston-pc.gov**](mailto:clerk@chelmondiston-pc.gov)

A Meeting of CHELMONDISTON PARISH COUNCIL will be held IN THE VILLAGE HALL on TUESDAY the 4th of March 2025 AT 7.30PM.

All Council 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

**2. Apologies for absence:** To receive and approve apologies for absences.

**2a:** Councillor vacancy

**3. Declarations of Interest:**

**3a:** to receive declarations of pecuniary and 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 the minutes of the Parish Council Meeting held on the 4thFebruary 2025.**

**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 – *Contract for path maintenance.*

**7d:** School

**7e:** Website

**7f:** Other – *Purchase of a new Printer.*

**8. Chelmondiston village amenities:**

**8a:** Car Park

**8b:** Speed Indication Devices

**8c:** Jubilee Gardens

**8d:** Bus shelter

**8e:** Other

**9. Pin Mill:** *Update on Pin Mill matters*

**9a:** Dinghy Park ***–*** *Stickers for unlicenced boats, Dinghy Permits*

**9b:** Common/Dinghy Park Notice Board – *To approve purchase*   
**9c:** Other

**10. Pin Mill Regeneration Plan:**

**10a:** Date for Public Meeting *– Village Hall Booked Saturday March 22nd 12.00-18.00*

**10b:** Report from working party

**11. Recycling Centre**

**11a:** Financial position

**11b:** Any other issues

**12. Planning:**

**DC/25/00589** *Hedge Removal Notice - Remove 117 m of hedgerow across 20 Locations, between Freston and Shotley Gate.*

**DC/25/00748** – *Application to consent to carry out works to tree(s) protected by a tree preservation order. Oak Lodge, Hill Farm Lane, Chelmondiston, Ipswich Suffolk IP9 1JU*

**13. Official Parish Council Logo** *– to approve/adopt*

**14. Correspondence Report to note or to consider a response:**

**14a**: *Spalding way drainage sump.*

**14b:** *Cllr Simon Harley, more notes on Devolution*

**14c:** *Tree works Pin Mill Car Park*

**14d:** *Speeding through village*

**14e:** SALC news (all Cllrs have received a copy)

**14f:** *Correspondence regarding new dog waste bin at Pin Mill*

**14g:** *Botanica Plant Collections*

**15. Finance To Receive update on Finance Matters  
15a:** Bank reconciliation/report from RFO

**15b:** Report from Finance Advisory Group meeting

**15c:** Small donations – *to agree recipients and amounts*

**15d:** Assets Register – *to approve updated version*

**15e:** Recycling banks income

**15f:** Debit card - *To approve application* *for 2x Debit cards as per Financial Regulations Item 9*

**16. Documents and Policies**

**16a:** Financial regulations *– To approve/adopt updated version*

**16b:** Reserves policy – *To approve/adopt*

**16c:** Safeguarding Training – *To approve Counsellor training via SLCC*

**17. The Parish Alliances**

**18. Payments**

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.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| No. | PAYEE | INV. DATE | INV. NO | DETAILS | AMOUNT |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 1 | Jane Every | 31.01.25 | Payroll | January hours payment | Tba |
|  | “ | 27.01.25 | N/A | Stationery | £12.97 |
| 2 | Katie Davies-Picknell | 31.12.25 | Payroll | Clerk February | £673.10 |
| 3 | “ | 14.02.25 | N/A | Stationery | £12.50 |
| 4 | “ | 21.02.25 | N/A | HP Ink Subscription | £3.49 |
| 5 | Collins Skip Hire | 13.02.25 | 274268 | Chelmondiston waste transfer | £688.56 |
| 6 | PKF-Littlejohn | 16.01.25 | SB20243434 | External Auditor | £639.00 |
| 7 | SALC | 05.02.25 | 29445 | SALC Trg course for clerk x3 | £115.20 |
| 8 | Notice Board Company | 10.02.25 | 001 Pro forma 7752 | Replacement Noticeboard Pin Mill Common | £912.44 |
| 9 | P&J Labels | 18.02.25 |  | 100x Stickers for Unlicenced Dinghies | £156.00 |
| 10 | NEST | 31.01.25 | D.Debit | Clerk Pension | £62.01 |

**Katie Davies** Parish Clerk