

**MINUTES OF THE CHELMONDISTON PARISH COUNCIL MEETING HELD ON
TUESDAY 5th FEBRUARY 2013 IN THE VILLAGE HALL AT 7:30 pm.**

Present: *Chairman:* David Cordle

Councillors: Rosie Kirkup, A Fox, J Hawkins, C Keeble, M Stevens, B Walker, Dot Cordle

In Attendance: *Parish Clerk-*Fran Sewell,

Public: 1 resident of the parish

1. **Welcome by Chairman:** *Cllr David Cordle* welcomed all and opened the meeting at 7.30pm
2. **Apologies for Absence:** *apologies received* from Cllr J Deacon - prior engagement (*accepted*).
SCCllr David Wood - holiday and the Safer Neighbourhood Team
3. **Dispensations:** *to consider any requests.*
Dispensations granted for all Cllrs in relation to the precept/budget at 4th December 2012 meeting.
4. **Declaration of Interests:** *to receive pecuniary and personal interests from Cllrs on items to be considered at this meeting.*
All Cllrs declared a prejudicial interest in **Item 15.1**
5. **Minutes of the Meeting:** *to agree minutes of the meeting held on 8th January 2013*
The minutes were taken as read and were agreed to be a true record by those who had been present. They were signed off by the Chairman.
6. **Matters Arising:** *to report on matters arising from meeting on 8th January 2013*
 - 6.1 **Item 8 e) Village Amenities:** **St Andrew's Drive.* Photos were sent to Babergh DC. Reply received from Technical Officer (Public Realm). They are looking into the tenancy agreements re parking in garden and removal of hedges and will be sending someone out to inspect the area. *The Foot-way between St Andrew's Drive and the Main Road:* Suffolk CC will be notified of the drainage problem overgrown hedges and the repair of the barrier.
**Notice board in Car park ..still to do.*
 - 6.2 **Item 17 Quiet Lanes.** Cllr Kirkup and the Clerk having considered the scheme, did not feel that it was feasible to commit at this time.
7. **Public Participation Session:** *for the public to talk to Cllrs about items on the agenda*
The Resident had intended to speak with the SNT with regard to a letter received about parking in Chesapeake Close. Council understood that this was a general letter sent to all the residents within the Close. Parking, particularly in the turning areas, was creating a problem for all vehicles entering the Close, as they were unable to turn around. Consequently they were having to reverse out onto the Main Road.
8. **REPORTS:** *to receive reports (if available) from*
 - a) **Safer Neighbourhood Team:** *Report only Lings Lane - hunting wild animal with a dog.*
Males stopped and reported for the offence.
 - b) **County Councillor:** *David Wood's report in circulation bag*
County Budget: proposing a saving of £24.9m. To be debated at Full Council on 14th February.
Suffolk Travel Card: to help provide uniform discounts and easier tickets, particularly for young people who need to reach further education establishments and employment. The Cabinet also backed the Kickstart campaign, which aims to help provide access to scooters with a grant of £100,000.
Suffolk Joint Health and Wellbeing Strategy: (a requirement under the Health and Social Care Act 2012). Focusing on four strategic themes: one being that Suffolk residents have access to a healthy environment and that they will take responsibility for their own health and wellbeing. This was the County Council's response to the Sizewell C Proposed Nuclear Power Station. The Cabinet indicated that they supported the nuclear power plant, but made a significant number of comments about the proposals. This included the lack of information provided by EDF, the locations for workers campuses, and the need for the four village by-pass on the A12.
Highway procurement: Due to certain problems the SCC has not being able to provisionally award the contract to Balfour Beatty. The procurement process will revert to the previous stage where SCC can liaise with any, or all, of the bidders who submitted final tenders (including Balfour Beatty)
Health Scrutiny Update: * Emergency Heart Attack Care.. the target time of 150 minutes to one of the three treatment centres at Basildon, Norwich and Cambridge was exceeded for a quarter of the patients. A new £5m centre is being built at Ipswich hospital for routine heart operations.

- * Mental Health Services.. 20% savings from their budget have to be made over the next 4 years. There will be closer working at local level with social services and other health colleagues.
- * Items for future discussion include: patient transport to Ipswich Hospital; provision of epilepsy services and the performance of the East of England Ambulance Service.

c) District Councillor: John Deacon's full report will be on the website.

The Budget: Leaders from Babergh and Mid Suffolk District Councils travelled to London to put the case for fairer funding for rural areas with Local Government Minister Brandon Lewis MP. Babergh will host a visit in February by representatives of the Communities & Local Government Department for further talks. There will be further cuts in Government funding for the next two years, with more to come, probably up to 2018. Savings have made of nearly £5m over the last four years and they are on target to deliver at least £2m a year savings from integrating staffing structures and service delivery with Mid Suffolk District Council by 2015/16. In the short-term and for 2013/14, by finding yet further savings of £1.5m and reducing costs again next year, the Council's target is to achieve a balanced budget for the year and freeze Council Tax. Final decisions on the 2013/14 Babergh budget will be made towards the end of February.

Core Strategy / Local Plan Examination: Public hearings are now expected to commence on 5th March 2013, in the Council Chamber at the Council Offices.

Suffolk Housing Grant for Freston: A total of five schemes will receive funding of £15,000 through Suffolk Housing's "village gold" initiative including Freston Village Hall, where a grant will help pay for new toilets and disabled access.

9. REPORTS FROM... Committees/Representatives of other Committees/Groups /Meetings: to receive reports and requests and to take any action deemed necessary.

a) Planning: Cllr Kirkup reported on 29th January 2013 meeting. (See minutes for full report)

PLANNING APPLICATIONS:

B/12/01123/FUL: The Butt & Oyster, Pin Mill, Chelmondiston IP9 1JW

Construction of tiered terraces enclosed by railed walls to front of public house (amended)

Railings..... The railing style has been altered to match the railings by the 'seating' area on the other side of the slipway and those in the Butt & Oyster car park. The proposed brick wall would be painted black and part of the wall (with railings) surrounding the upper deck has been omitted.

Issues raised and discussed:

- the safety of people having to walk along the narrow driveway in order to enter the pub, and not being able to step aside from cars entering or leaving the car park.
- the walls and railings could be safety hazard should there be any emergency evacuation of the building, as there would only be a narrow entrance (ramp) on the forecourt of the building.
- both the black wall and the railings would be a very dominant feature.

Surface treatment.... The upper deck surface has been changed from a *boarded timber surface* to a *bonded gravel surface* to match that of the lower deck. This, one assumes, has been done to address the Health and Safety problem of food dropping down between the boarding.

Issues raised:

- it is questionable whether a bonded gravel surface would be easy to keep clean, thus attracting vermin.

Additional issues raised:

- the area in front of this listed building, in a Conservation Area and within an AONB. is an essential feature of the building's character, which will be destroyed by this insensitive development;
- extremely doubtful that this proposed development would stimulate further trade;
- the Cttee did not consider that these changes justified a recommendation of support and concerns about changes made to the listed bar.

The Cttee strongly recommended REFUSING the application.

B/12/01516/F HA: Halfway House, Main Road, Chelmondiston, IP9 1EB

*Erection of front porch roof extension.....*The Cttee recommended SUPPORTING the application.

B/13/00046/TCA: Lobs Cottage, Pin Mill Road, Chelmondiston IP9 1JJ.....Crown lift Oak Tree

The Cttee recommended SUPPORTING the application.

DECISIONS:

B/12/00797/FHA - 4 Anchor Mill Lane, Chelmondiston, Ipswich IP9 1DR

Convert existing garage into additional living accommodation (plus flue & roof-lights).

Erection of front porch, summerhouse & garden shed, as amended. Permission has been GRANTED

HMS Ganges: Reports had been received that another section of the 'listed' Mast had broken off.

The Clerk would be writing to Babergh DC to remind them of their responsibilities.

b) Village Hall: *Cllr Keeble reported on 4th February meeting*

** Electricity.. Renewed contract with e on. * Electrical system.. Alternative lighting system to be installed to give a choice over the present harsh lighting (mood lighting). Estimated cost: £1,500. * Maintenance.. looking to supply a new shed for the play equipment.*

c) Footpaths, Trees & Hedgerows:

**to discuss future Tree Planting and Tree Maintenance programme.*

Mr Latter had sent in an account of the work he and Mr Glasebrook had carried out on Pages Common and the Playing Field. He had forwarded an on-line quote for hedging plants /trees, for Pages Common and the playing field. Council was asked to bear in mind that Pages Common was a 'wild' area. It was suggested that the FpsT & H Cttee should consider/discuss the work that was being done at their next meeting.

Proposal: to order stock, as suggested to a maximum value of £90

Proposed: Cllr David Cordle **Seconded:** Cllr M Stevens **Vote:** 5 in favour 1 abstention 2 against (Cllr Fox, Cllr Hawkins)

Cllr Hawkins asked whether the Council would consider purchasing some road planings for the bridleway section between the Woodlands road and the playing field. The bridleway, property of Mr & Mrs Edgell, served as the only vehicular access to the playing field.

Proposal: to purchase some road planning for the bridleway as suggested.

Proposed: Cllr R Kirkup **Seconded:** Cllr Fox **Vote:** all in favour

d) Playing Field:

**update on the new playground scheme and post installation inspection*

Clerk reported that the play equipment was now installed. A post installation inspection had taken place today. For insurance purposes the equipment should not be used until the Clerk had received the inspection report, which was expected by 7th/8th February.

**quotation for grass cutting for 2013 season*

Mr Hazelwood had submitted a quotation for grass cutting for 2013 of £400

Proposal: to accept the £400 quotation from Mr Hazelwood for 2013.

Proposed: Cllr A Fox **Seconded:** Cllr R Kirkup **Vote:** 6 in favour 2 abstentions (Cllrs Stevens and Hawkins).

Clerk had received a call from a resident who wanted to trim the branches of an oak tree in the playing field that was overhanging her fence. The Clerk and Cllr Hawkins had looked at the tree; Council was happy for the resident to trim the branches overhanging the garden.

e) Village Amenities: *Snow gritting/clearance*

Council gave thanks to all the Volunteers who had been out snow clearing. Peninsula Trees Services cleared pavements on the Main Road and Church Road, as Mr Meacock was unavailable. At Cllr Keeble's suggestion, the Clerk would see whether a pile of grit could be left near the Millfield housing, as vehicles had difficulty in getting out of the cul-de-sac. David Latter had kindly dug in the new grit bin by the telephone kiosk.

f) Clerk's report: Document Management Course at SALC. Report for the next meeting.

g) Pin Mill Bay MCIC: *Cllr David Cordle reported on the January meeting.*

Minutes: the Company had no responsibility to make their minutes public. Clerk had been informed that it was the responsibility of the Council's representative to report on the meeting *Jetty/holiday boat:* rebuilding and extension of the jetty opposite the Common had been discussed within the original planning and application for the refurbishment of the Hard.

David confirmed that he did not know whether parking arrangements had been made for the holiday makers who might stay on the proposed holiday boat.

Thefts from the Car Park: It was purported that Mr Saunders checked the car park twice daily. It was considered that costs were too prohibitive to install a CCTV camera.

Cllr Fox reiterated, from the previous council meeting, that a high quality dummy CCTV may suffice in deterring criminals and he questioned whether David had asked the Cttee whether they would speak with the Crime Reduction Officer at Babergh, as had been suggested by PCSO Adams at the last council meeting. David replied that he had not done this, as it had not been reported in the Council's minutes. Clerk apologised to Cllr Fox and other members, as she had failed to note it.

Public toilets: these were to remain open at Babergh DC's expense.

- 10. CORRESPONDENCE:** *to respond to correspondence received up to the meeting 5th Feb 2013 and to take any action deemed necessary.*
- 10.1 The Valuation Office:** *2010 Rating List Certificate of Rateable Value for Transitional Purposes.* Household Waste Site as from 1st April 2010 rateable value is £3,950
- 10.2 Suffolk Wild Life Trust:** *Barn Owls* opportunity for free nest boxes on Community sites
A resident had been in touch with Cllr Hawkins to ask whether he could approach the SWLT, with a view to having a box put up at the far end of the playing field. Council had no objection. Cllr Hawkins to contact the resident.
- 10.3 PMBMCIC:** *Agenda/Minutes* e-mail explaining that they are not able to circulate their minutes other than to the Members/Directors, as it was not thought appropriate for a variety of reasons.
- 10.4 Community Project Funding Surgery:** supported by BDC at Hadleigh 18 Feb and 27 March...Reservation needed: *See Clerk for details*
- 10.5 Suffolk Coast & Heaths:** *Balance...Local Board Design* Comments required by 11th February. The aim and the siting (Pin Mill car park) of the Boards was questioned. There were typographic errors, the content was uninspiring and concerns were raised over several of the statements, some of which were incorrect. Clerk had been approached by a resident who held similar views to those offered by Council.
Proposal: to write urgently to the appropriate parties, outlining the issues raised, confirming that the Parish Council cannot accept the Board, as it stands.
Proposed: Cllr C Keeble **Seconded:** Cllr A Fox **Vote:** all in favour
- 10.6 Circulation Bag:**
SALC: *LAIS 1347 (Community Infrastructure Levy). *LAIS 1348 (Planning Applications).
Suffolk ACRE: *Insurance* on gritting/snow clearance **Suffolk Age UK:** New Year letter
Clerks & Councils Direct: *Magazine* **Babergh Core Strategy Examination:** *update info etc.*
Babergh DC: *Strategic Tenancy Policy..Consultation plus a Simple Guide to Fixed Term (Flexible Tenancies)*
- 11. RECYCLING CENTRE:** *to consider reports and to take any action deemed necessary.*
- 11.1 Lease:** *Report on amendments, as suggested by Prettys Solicitors and to consider signing the lease.*
Suffolk CC had amended the lease, as suggested in Pretty's report. This had been passed to Cllrs prior to the meeting. With regard to Clause 3.8.4 preventing dust, odours and waste from escaping; *"This is for the CPC to decide and undertake to their best endeavours."*
SCC were not prepared to remove a standard clause 3.8.5 fly- tipping. They say *"...common sense must prevail when interpreting this clause."*
The Parish Council's Public Liability insurance covers the P.C. should a third party make a claim against the P.C. for injury or damage, caused by the P.C. management of the land.
Proposal: for the Clerk and another member of the Parish Council to sign the lease.
Proposed: Cllr R Kirkup **Seconded:** Cllr Dot Cordle **Vote:** all in favour
The Clerk read out a financial report.
- 12. JUBILEE GARDEN:** *update re purchase of plaque and to consider purchasing a new waste bin*
Cllr Hawkins had received a quote from Genesis for between £300-£400 for a wooden hand carved plaque. Cllr Hawkins had looked at another site but did not consider it to be appropriate.
Proposal: to go ahead with the slate plaques, as previously discussed.
Proposed: Cllr J Hawkins **Seconded:** Cllr A Fox **Vote:** all in favour
- 13. PIN MILL:** *to receive reports/proposals and to take any action deemed necessary.*
- 13.1 Flood Alleviation Scheme: Update and**
**transfer of assets/maintenance to the Residents Association.*
Clerk had checked the tidal flaps on the Common. Water was running through the drainage pipe from the 'pond' to the Grindle. Cllr Kirkup and the Clerk met with Jeff Horner (Project Manager, SCC) and Steve Halls (SCC) who passed over the management document, along with maps and diagrams of the assets and the electricity runs. Steve Halls would send electronic copies to the Clerk, which will be forwarded to the Residents

Association. Clerk had mailed Mr Harding (Chairman of the Res. Assoc.) and Mr Agnew of the meeting but neither attended. Jeff confirmed that they would keep an eye on the project over the next few months.

**to consider the draft transfer letter/agreement.*

A draft 'handover' letter was given to all Cllrs for further discussion. This stated that now the Flood Alleviation project was completed the Parish Council had no further responsibility for the scheme. The assets, both Upstream and Midstream become the property of The Grindle Pin Mill Resident's Association (TGPMRA). The TGPMRA have responsibility for the maintenance and operation of these assets. The TGPMRA have the responsibility for the operation of the Downstream assets on Pin Mill Common. The Parish Council retains ownership of the Downstream assets and remains responsible for their maintenance.

After a further discussion it was suggested that an addendum be added.. *"The P.C. considers that it has done everything that could reasonably be expected of it while acting as banker on behalf of the Residents' Association in order to enable this scheme to be put in place for the residents"*.

Proposal: for the Chairman and the Vice Chairperson to sign the paper with the added addendum.

Proposed: Cllr R Kirkup **Seconded:** Cllr M Stevens **Vote:** all in favour

The Chairman to speak with the Chairman and the Members of TGPMRA.

Cllr Fox strongly recommended having a professional survey carried out on the condition of the Grindle in order to protect the Council against any future accusations, as to whether the condition of the Grindle would be "holding the whole scheme to ransom".

This would be put on a future Agenda.

13.2 Dinghy Park/Common/Grindle- Report

Clerk reported that she had checked the Grindle for debris. The notice board at the entrance to the Common needed altering so that it could be opened with a key. This was to show the Dinghy Permit notice. Cllr Stevens agreed to look at this.

14. CHELPIN TENNIS CLUB: to discuss renovation of tennis courts...update

Correspondence received from Mr Madden (Hon Treasurer) explaining what the Club does, along with the view of their committee that it would be both:- *"unfair to the Club's subscription paying members, and no longer possible to maintain the high standards of conduct and respect for the Club's facilities if the use of the club were to be available to others who have paid no subscription and who have no allegiance to the Club or the knowledge of its rules"*. The Club has now applied to Babergh DC directly for a grant, following the P.C's concerns about granting precept money to a private club, which does not give concessions to allow other residents of the parish to use the courts. The Club is paying the Playing Field Cttee an annual fee of £60, for which they also get the use of the pavilion and its facilities. This has only been initiated within the last few years.

Babergh DC now requires confirmation of any written agreement with the P.C. regarding tenure and any other relevant conditions. The Club has no recollection of any agreement.

Sam Nunn, Chairman of the Playing Field Cttee submitted a paper, 'points to consider', outlining arguments from both sides. This had been passed to all members.

It was generally felt that there should be concessions, as the courts were a village amenity.

Cllr Kirkup would endeavour to speak with Sports Suffolk and the Clerk would check the archives. Council needed time to discuss the matter further along with the possibility of the Council contributing for the benefit of the whole community. Agenda for March meeting.

15. FINANCIAL ITEMS: RFO's Monthly Report:

500081.. Chelmo Waste Centre: CASH (3wks)	119.50	09 Jan
Suffolk CC: Locality Budget (play equip)	1,000.00	09 Jan
BACS ...HM Revenue & Customs: VAT refund	4,756.57	09 Jan
Lloyds Bank.. Interest	2.23	09 Jan
500082.. Chelmo Waste Centre: CASH	42.00	24 Jan
Whip Street Motors: Scrap metal	94.90	24 Jan
	£6,015.20	

BALANCE on 31st January 2013**Un-presented chqs:**

Treasurers Account	£1,172.54
Business Instant Access Acc.	<u>£48,153.02</u>
Total (in credit)	£49,325.56

Reserved (included within total credit):

7,920.39	held for Playing Field + Locality grant
3,500.00	held for ride on mower
<u>1,894.76</u>	held for Village Hall
£13,315.15	

Transferred £1,300 5th February 2013 FROM Business Instant Access TO Treasurers Account

15.1 Budget: *to discuss the budget 'in principle' for the 2013 -2014 financial year*

Due to the Government cut backs and the uncertainty of getting a full precept or grant for the 2014-15 year and onwards the Council considered the budget PAPER B with a possible spend of £23,582 with an added reserve of £2,418 equalling £26,000 for the precept (as applied for). This includes a grant, as requested, from the Village Hall and the Playing Field Management Cttees.

Proposal: to adopt the budget 'in principle' (PAPER B) for the 2013-2014 financial year.

Proposed: Cllr A Fox **Seconded:** Cllr R Kirkup **Vote:** all in favour

Proposal: to agree the request for a grant of £2,590 from the Playing Field Management Cttee for the 2013-14 financial year.

Proposed: Cllr R Kirkup **Seconded:** Cllr Dot Cordle **Vote:** 6 in favour 2 abstentions
(Cllrs Fox and Hawkins)

Proposal: to agree the request for a grant from the Village Hall Management Cttee for £3,575 for the 2013-14 financial year.

Proposed: Cllr R Kirkup **Seconded:** Cllr Dot Cordle **Vote:** all in favour

15.2 *to consider Payments to and other invoices arriving after the posting of this agenda*

1457 a) S A Meacock:	<i>December 2012 account Pin Mill Common</i>	60.00
1458 b) Chelmondiston Village Hall:	<i>Room hire (Nov-Dec)</i>	39.00
1459 c) Peninsula Tree Services:	<i>Snow clearancelgritting</i>	105.00
1460 d) D Hazelwood:	<i>Grass cutting of playing field 2012 season</i>	375.00
1461 e) Mrs F Sewell:	<i>Salary Jan. (10)</i>	629.47
1462 f) Sacker (Claydon) Ltd:	<i>Skip hire (175.00 + 35.00 VAT)</i>	210.00
TOTAL:		£1,418.47

Proposal: to approve payment of invoices listed: **a) 1457 to e) 1462**

Proposed: Cllr C Keeble **Seconded:** Cllr Dot Cordle **Vote:** all in favour

16. ANY OTHER BUSINESS: *on non itemised matters to be included on next agenda if necessary.*
Cllr Keeble asked that the cost along with the contributors of the new play equipment be put in the Chelpin and the other local magazines.

17. THE NEXT PARISH COUNCIL MEETING – Tuesday 5th March 2013 in the VILLAGE Hall

There being no further business, the Chairman thanked everyone and closed the meeting at 10pm.

SignedDavid Cordle.....

Date5/3/2013.....

Theses minutes were agreed to be a true record and were signed off at the meeting held on 5th March, by the Chairman, Cllr David Cordle.