

# Chelmondiston Parish Council

Chairman: Cllr David Cordle

Parish Clerk: Mrs Jill Davis e-mail: [clerk@chelmondistonpc.info](mailto:clerk@chelmondistonpc.info) or Tel: 07984733352

## Minutes of the Meeting of CHELMONDISTON PARISH COUNCIL held In the Village Hall on TUESDAY THE 06<sup>th</sup> of September 2022 at 7.30pm.

**Present:** Councillors: David Cordle, D Barwick, R Bareham, Dot Cordle, P Ward I Melville and S Lyrick

**Parish Clerk:** Jill Davis

**Public:** 0

**Babergh and Suffolk Councillors:** DCllr Gould and SCCllr Harley

**Abbreviations:** Cllr: Councillor. PC: Parish Council. BDC: Babergh District Council. SCC: Suffolk County Council. B/MSDCs: Babergh /Mid Suffolk District Councils. CAS: Community Action Suffolk.

**PMBMCIC:** Pin Mill Bay Management Community Interest Company. **SALC:** Suffolk Association of Local Councils. **LCPAS:** Local Council Public Advisory Service **CEP:** Community Emergency Plan.

**VDF:** Village Development Framework. **RoW:** Rights of Way. **TAG:** Tourism Action Group. **AONB:** Area of Outstanding Natural Beauty.

The Council and members of the public were reminded by notice and by the Chairman that they may record/film/photograph or broadcast the meeting when the public and the press were not lawfully excluded.

1. **Welcome by the Chairman:**  
The Chairman opened the meeting at 7.35pm and welcomed everyone.  
The Chairman informed the members that Cllr Keeble was in good spirits and was looking forward to returning.  
The Chairman and the members offered their deepest condolences to Cllr Peter Ward on the loss of his wife.  
Cllr Ward thanked the members
2. **Apologies for absence:** to receive and note apologies  
All in attendance
3. **Dispensations:** to consider requests  
No dispensations requested  
**Declarations of Interest** to receive Pecuniary and Non-Pecuniary Interests from Cllrs on items to be considered at this meeting.  
Item 14.h – Cllr Bareham. Partner of the Parish Clerk  
Item 15 – Cllr Bareham. Partner of the Parish Clerk
4. **To approve the minutes of the Parish Council Meeting held on the 2nd of August 2022**  
Resolved that the minutes of the meeting held on the 2<sup>nd</sup> of August 2022 were a true and correct record.
5. **Public Participation Session:** for the public to talk to Cllrs about items only on the agenda  
No public in attendance
6. Reports: to receive reports
  - 6.a **County Councillor Report**  
SCCllr Harley delivered his report. His report has been circulated to the members and uploaded to the website
  - 6.b **District Councillor Report**  
DCllr Gould delivered her report. Her report has been circulated to the members and uploaded to the website.
7. **Reports From: Committees/Representatives of other Committees/Groups/Meetings:** to receive reports and proposals/requests and considerations and agree on any actions needed:
  - 7.a **Planning Committee**  
Cllr Bareham reported on the following:  
Planning re-consultation application – Ralston development. The members objected to the application.  
Planning application – Longwood Cottage – This was supported with conditions by a majority vote.  
Seven planning decisions  
Planning Committee disbanding – This was discussed by the member. An amended motion to put forward to the full council meeting.  
Full minutes are available in the planning section on the website.
  - 7.b **Village Hall**  
Cllr Ward offered to represent the Parish Council temporarily. This was resolved by the members.

**7.c Playing Field**

Cllr Barwick reported that the grant request has been received for the replacement piece of play equipment. The members wished to minute a well done to the playing field management committee for all the hard work to secure the grant

**7.d Village Amenities**

No report

**7.e For members to consider disbanding the Planning Committee (if applicable)**

The members discussed this in full. The original motion was withdrawn. An amended motion was submitted. The amended motion was for members of the parish council to join the committee when needed to just make the meeting the quorate. This amended motion was Resolved by the members. Terms of Reference for the Planning Committee to be amended and itemised for discussion at the next meeting.

**8. Parish Councillor Application:****For members to consider the application from Mr Scott Lyrick**

Mr Lyrick's application was discussed.

Resolved – the members approved Mr Lyrick's application. He then signed his Declaration of acceptance of office before joining the parish council.

**9. Correspondence Report:** Items received after publication of the agenda or for items needing discussion**9. Items circulated to members**

Parish Clerk minuted that the correspondence report has been circulated to the members. No comments were made.

**10. Clerk's Report:** Items received after the publication of the agenda or for items needing discussion**10. Items circulated to members**

Parish Clerk minuted that the clerk's report has been circulated to the members. No comments were made.

**11. Recycle Centre:** to inform**11.a To inform members July Financial Information £797.00 Set-a-side Funds to Date £23,943.07**

Parish Clerk informed the members of the July Financial Information for the recycling centre. The amount raised was £797.00. The reserved funds were £23,943.07. No comments were made.

**12. Dinghy Park/Pin Mill:****12.a To inform members that the 5 benches have been ordered and the process of informing the original memorial bench owners has begun.**

Parish Clerk informed the members the five replacement outdoor benches have been ordered and informing the original owners of the benches has begun

**12.b To inform members that 40 Dinghy permits have been purchased generating £1000.00 in income.**

Parish Clerk informed the members that 40 permits have been purchased generating £1,000.00

**12.c To inform members that there are 3 outstanding Dinghy Owners.**

Parish Clerk informed the members that there were three permit payments outstanding and will be chased again

**12.d To inform members there are three dinghies for sale. The dinghies will be marked for sale and all dinghy owners will be informed. A closed auction is to be actioned.**

Parish Clerk informed the members that a closed auction will be organised before spring 2023 to sell the unwanted dinghies.

**12.e For members to consider The Great British Clean Event request**

Resolved – to support the request. Parish Clerk requested to ask for support from the parish

**13. Administration:****13.a To inform members of the updated Legal Topic Note 40**

Parish Clerk informed the members that LTN 40 has been updated

**13.b For members to consider who will lay the Remembrance Wreath.**

Resolved – Cllr Lyrick is laying the wreath this year

**13.c For members to discuss the Chelmondiston Playgroup Paper**

This item is to be discussed as a working party. Parish Clerk to organise

**13.d For members to consider for a councillor to attend the Babergh East Police and Parish Forum – agenda attached**

Resolved – No one was able to attend. Parish Clerk to send apologies.

**13.e To inform members of the update concerning tree matters**

Parish Clerk informed the members that our tree surgeon is unwell at the moment. He had recommended a colleague and would get him to contact the Parish Clerk.

**14. Financial Matters:****14.a To inform members that the Bank statements for June have been circulated to members to members.**

Parish Clerk minuted that the Bank Statements for June 2022 have been circulated to the members.

**14.b The balance for June 2022: £75,766.40**

Parish Clerk minuted that the bank balances were £75,766.40 in June 2022

**14.c To inform members that the total amount raised for the Red Cross Ukraine appeal is £247.45**

Parish Clerk informed the members that the amount raised for the appeal is £247.45

**14.d To inform members that a grant application has been made to BDC for £680.00 towards the cost of replacing the benches on Pin Mill Common**

Parish Clerk informed the members that a grant application has been made to BDC.

**14.e To inform members that a grant application has been successful for £680.00 from SCCllr Harley towards the cost of the benches on Pin Mill Common**

Parish Clerk informed the members that the grant request from SCCllr Harley has been successful.

**14.f For members to consider the communication from SAAA**

The members considered the communication.

Resolved – to continue using the external auditor appointed by SAAA

**14.g For members to consider approving the ongoing Monthly Zoom Payment of £14.39**

Resolved – to continue for the moment. Parish Clerk to explore other avenues available.

**14.h For members to consider approving July/August Expenses £252.48**

Resolved – members approved the expense request. Cllr Bareham abstained.

**14.i For members to approve 3 quotations for the repair of the handrail at the Village Hall**

Resolved – members approved the quotations to be sought. Cllr Melville offered to meet with the contractors. The members thanked Cllr Melville for his help.

**14.j For members to consider approving the copying and associated costs of the Titles and Deeds**

Resolved – the members approved the photocopying costs, boxes for storage and overtime for the Parish Clerk to sort.

**15. Payments to Consider: September 2022 Payments**

A 002532	Shotley Odd Jobs	Dogbin Emptying	£135.00		<b>£135.00</b>
B 002533	SA Meacock Garden Services	August 22 Garden Services	£206.80		<b>£206.80</b>
C 002534	PJB Garden Maintenance Ltd	Footpaths Invoice 124	£200.00		<b>£200.00</b>
D 002535	PJB Garden Maintenance Ltd	Footpaths Invoice 125	£200.00		<b>£200.00</b>
E 002536	PJ Garden Maintenance Ltd	Footpaths Invoice 127	£200.00		<b>£200.00</b>
F 002537	PJB Garden Maintenance Ltd	Footpaths Invoice 128	£200.00		<b>£200.00</b>
G 002538	PJB Garden Maintenance Ltd	Footpaths Invoice 129	£200.00		<b>£200.00</b>
H 002539	PJB Garden Maintenance Ltd	Footpaths/Work Invoice 130	£200.00		<b>£200.00</b>
<b>I 002540 VOID</b>	<b>Jill Davis VOID</b>	<b>VOID</b>	<b>August Salary 2022 VOID</b>		
J 002541	Jill Davis	July/August Expenses 2022	£222.78	£29.70	<b>£252.48</b>
K 002542	Jill Davis	August Salary 2022	£1365.94		<b>£1365.94</b>
L DD	Pension Nest	Government Nest Pension August 2022	£110.62		<b>£110.62</b>
<b>TOTAL:</b>			<b>£3241.14</b>	<b>£29.70</b>	<b>£3270.84</b>

Payments A -L was resolved to be paid.  
Cllr Bareham abstained from the item.

**16. The Next Parish Council Meeting:  
Tuesday 4th of October 2022 at 7.30pm in the Village Hall**

**17. Temporary exclusion of press and public:** 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

**18. Correspondence Matters:**

**To discuss and consider any actions concerning correspondence received**

Parish Clerk informed the members of the correspondence received.

Resolved – Parish Clerk to send a communication to the member of the public

**19. Employment Matters:**

**To inform members of the annual leave dates for September 2022**

Parish Clerk informed the members of the annual leave dates in September.

**There being no further business, the Chairman thanked everyone and closed the meeting at 8.50pm**

**Signed: Cllr David Cordle**

**Dated: 04/10/2022**

**The minutes were approved at the meeting held on the 01/11/2022**