

Chelmondiston Parish Council

Chairman: Cllr David Cordle

Parish Clerk: Mrs Jill Davis e-mail: clerk@chelmondistonpc.info or Tel: 07984733352

Minutes of the Meeting of CHELMONDISTON PARISH COUNCIL held In the Village Hall on TUESDAY THE 6th of December at 7.30pm.

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

Parish Clerk: Jill Davis

Public: 4

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.

SALC: Suffolk Association of Local Councils.

RoW: Rights of Way. **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 7.30pm and welcome everyone.
2. **Apologies for absence:** to receive and note apologies.
Not applicable – All in attendance
3. **Dispensations:** to consider requests
Declarations of Interest to receive Pecuniary and Non-Pecuniary Interests from Cllrs on items to be considered at this meeting.
Item 7.b Cllr Dot Cordle – Wife of the approved contractor. Cllr Dot Cordle did not take any part in the discussion concerning this item and did not vote.
Item 13.f – Cllr Bareham – Partner of the Parish Clerk
Item 14 – Cllr Bareham – Partner of the Parish Clerk
Item 18.a – Cllr Bareham – Partner of the Parish Clerk
Item 18.b – Cllr Bareham – Partner of the Parish Clerk
4. **To approve the minutes of the Parish Council Meeting held on the 1ST OF NOVEMBER 2022**
Resolved – The members approved the minutes. The Chairman was given the authority to sign.
5. **Public Participation Session:** for the public to talk to Cllrs about items only on the agenda.
Item 9.a A parishioner raised concerns about a boundary tree located on the Playing Field and further damage that could happen (to the parishioner's properties) if the tree is not resolved. The item is being discussed at 7.c
Item 17 and 18 – A parishioner asked why there were private and confidential matters on the agenda. The Parish Clerk informed the parishioner that there were times such as employment matters and legal matters that were required to remain private.
6. **Reports:** to receive reports
6.a County Councillor Report
SCCllr Harley informed the members of the contents of his report. His report has been circulated to members and will be uploaded to the website.
6.b District Councillor Report
DCllr Gould informed the members of the contents of her report. Her report has been circulated to the members and will be 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
No meeting
7.b Village Hall
Cllr Ward reported on the following:
That the Village Hall has had a meeting, however, he was unable to attend.
The Village Hall Committee were looking to request a grant from the Parish Council. Details to follow.
For members to consider/ be informed concerning the handrail at the Village Hall
The Chairman informed the members that the contractor was unable to complete the work due to having no public liability insurance. However, Marcus Cordle was happy to complete the work and has the required insurance. The PC approved the work to be completed by Marcus Cordle.
Cllr Dot Cordle – abstained.

7.c Playing Field:

Cllr Barwick reported on the following:

A tree survey has been commissioned concerning all the trees on the Playing Field and the playing field committee were waiting on the report and would keep parishioners informed. The Chairman of the playing field committee had already met with a parishioner to discuss the problem and the playing field committee has requested a grant of £970.00 from the Parish Council for work on the trees.

7.d Village Amenities

No report

7.e Primary School

Cllr Lyrick reported on the following:

The school thanked the PC for the Jubilee Mugs

In 2023 (May) the school will be 50 years old and was hoping to complete lots of activities for the event.

The financial year 2023 -2024 would be challenging and the school were hoping to apply for and receive funding from the local and wider community

8. **Clerk's Report:** Items received after the publication of the agenda or for items needing discussion.

8. Report circulated to members

Items were circulated to members; no further items were received the agenda has been published.

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

9. Correspondence circulated to members

Items were circulated to the members

9.a For members to discuss and consider any action from the correspondence received from a parishioner.

Parish Clerk informed the members of two emails received from parishioners and further correspondence had also been received by the Chairman. This item is in connection with item 7.c and has been discussed. The members requested

9.b To update members with correspondence received from Anglian Water

Please see 12.e.

10. **Recycle Centre:** to inform.

10.a To inform members of October's Financial Information

The Chairman informed the members of the financial information received for October. No comments from the members.

10.b To inform members that a Credit Note from Collins of £185.76 has been received for an overpayment.

Parish Clerk informed the members that due to an overpayment from an invoice a credit amount of £185.76 will be added to our account.

10.c To update members concerning the communications with the volunteers (Cllr David Cordle)

The item was deferred

11. **Dinghy Park/Pin Mill:**

11.a To inform members of £1029.00 has been received from a member of the public for the approved memorial bench. Will be actioned after Christmas.

Parish Clerk informed the members that £1029.00 has been received from a member of the public concerning the approved memorial bench. The bench will be actioned after Christmas.

11.b To inform members of the recent meeting concerning Pin Mill (Cllrs Dot Cordle and Melville)

Cllrs Dot Cordle and Melville attended a meeting with other stakeholders concerning the Pin Mill area.

The Cllrs reported on the following:

The meeting was hosted by Mr James Cartlidge MP

BDC was looking into renovating the hard and Jetty areas. Details to follow

BDC was looking into renovating the public toilets. Details to follow

Legal action from Ipswich Borough Council was underway against two houseboats

Concerns raised about rubbish and lack of parking spaces

Concerns were raised about sewage from the Houseboats into the River Orwell; however, the river had been given a clean bill of health by the Environmental Agency.

Further information on outcomes and future meeting dates to follow

12. **Administration:**

12.a For members to consider any actions concerning the parishioner's letter concerning Pin Mill Road

The item was deferred.

12.b To update members concerning the work at The Baptist Church

Parish Clerk informed the members that the footpath contractor had commenced the work.

Further details will follow.

12.c To update members concerning the Chelmondiston Playgroup

Parish Clerk confirmed the discussion from the recent zoom meeting with the PC and stakeholders involved with the playgroup. Parish Clerk confirmed that correspondence would be emailed to Suffolk Diocese and will update the members when information has been received.

12.d To inform members of Shotley PC's meeting concerning the proposed development of 48 No. dwellings (including 24 No. affordable homes) (Cllrs Lyrick and Melville)

Cllrs Lyrick and Melville attended the meeting and reported on the following:

90 people were in attendance.

Many people in attendance objected to the application.

Concerns were raised about the increase in traffic and lack of infrastructure.

The development will impact the area as the Ganges Development is now underway.

SCC Highways are not opposed to the development.

Shotley Parish Council objected to the Planning Application

12.e To inform members the date for the Anglian Water meeting is Wednesday the 8th of February 2023 (Work due to start in March 2023). The venue is to be confirmed.

Parish Clerk informed the members that the meeting date is Wednesday the 8th of February. The venue is to be confirmed and details will follow.

12.f For members to consider requesting an ANPR Camera from SCC

The item was deferred.

12.g For members to consider any actions from the Public Liability Insurance Overview

Parish Clerk informed the members of the public liability overview. The members requested further action. Parish Clerk to supply.

12.h For members to be updated with the wreaths laying (Cllrs David Cordle and Lyrick)

Cllrs David Cordle and Lyrick informed the members that the remembrance wreaths have been laid and several parishioners were in attendance.

12.i To update members concerning the Village Sign

Parish Clerk informed the members that the area designated for the relocation of the Village Sign is maintained by BDC but owned by SCC. Parish Clerk to liaise with SCCllr Harley and Public Realm at BDC. Details to follow.

13. Financial Matters:

13.a For members to discuss and consider a 'memorial' to the late Queen Elizabeth II

This item was deferred.

13.b To inform members that Jane Gould's award of £680.00 locality funding has been received.

Parish Clerk informed the members that £680.00 for an outdoor bench has been received from DCllr Gould.

13.c To inform members that PKF Littlejohn has been awarded the External Auditor Contract for 2022 -2027

Parish Clerk informed the PC that PKF Littlejohn has been awarded the External Contractor for 2022-2027.

13.d To inform members that the Full Report from PKF Littlejohn for 2021-2022 is still outstanding and has been chased.

Parish Clerk informed the PC that the financial report is still outstanding and has been chased.

13.e For members to approve the Annual data Protection Fee - £35.00 (Direct Debit)

Resolved – the members approved the motion.

13.f For members to consider approving Parish Clerk's November expenses - £107.61

Resolved – The members approved the motion. Cllr Bareham abstained.

14. Payments to Consider: December 2022 Payments

A 002562	Jill Davis	November Pay 2022 payment	£1311.35		£1311.35
B 002563	Chelmondiston Village Hall	Room Hire	£80.00		£80.00
C 002564	SA Meacock Garden Services	Post Office Hedges	£176.00		£176.00
D 002565	Realise Futures CIC	Memorial Bench	£686.00	£137.20	£823.20
E DD	Government Nest	Pension – November 2022 payment	£103.91		£103.91
F DD	ICO	Annual Data Protection Fee	£35.00		£35.00
G 002566	Jill Davis	November Expenses 2022	£95.31	£12.30	£107.61
TOTAL:			£2487.57	£149.90	£2637.07

A -G December 2022 payments approved. Cllr Bareham abstained.

**15. The Next Parish Council Meeting:
Tuesday 10th of January 2023 at 7.30pm in the Village Hall**

16. 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

17. Correspondence Matter:

For members to discuss and consider any action required from the correspondence received from a member of the public

Parish Clerk informed the members of correspondence received from a member of the public. Communication has been received from Suffolk County Council in connection with the matter.

The Parish Council reaffirmed their decision that they do not propose to enter into any further correspondence on the matter.

18.

Employment Matters:

18.a For members to approve the authorised LGA Pay Scale

Resolved – The members approved the motion. Cllr Bareham abstained.

18.b To inform members that the correspondence to SALC – concerning 19.a, the Chairman is to sign the correspondence.

Resolved – the item was approved. The Chairman signed the correspondence. Parish Clerk to action. Cllr Bareham - abstained

There being no further business the Chairman closed the meeting at 9.00pm and thanked everyone for attending.

Signed:.....Cllr David Cordle.....

Dated:.....07/02/2023.....

The members approved for the minutes to be assigned at the meeting held on the 07/02/2023