



# Chelmondiston Parish Council

The Village Hall, Main Road, Chelmondiston IP9 1DX

Chairman: Cllr Rosie Kirkup

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

## Minutes

Of the Meeting of **CHELMONDISTON PARISH COUNCIL** held in THE VILLAGE HALL

1. on **TUESDAY the 2nd of December 2025 AT 7.30PM.**

**Present:** Cllr Price, Cllr Melville, Cllr Lyrick, Cllr Beacon, Cllr Barwick, Cllr Keeble, Cllr Gravel, Cllr Cordle, CCllr Harley.

**In Attendance:** K Davies (Parish Clerk), One Member of the Public

### 1. Welcome

**2. Apologies for absence:** Cllr Stevens, Cllr Kirkup, DCllr Potter,

### 3. Declarations of Interest:

**3a:** No declarations of interest were reported.

**3b:** No dispensations were requested.

**4. To approve that the minutes of the Parish Council Meeting held on the 4th of November 2025 –** It was agreed these were a true record, and the minutes were signed by the chairman.

**5. Public Participation Session:** See item **13b**.

**6. Reports:** To receive reports from the County Councillor and the District Councillor

**6a:** CCllr Harley summarised the report which included an update on local government reorganisation, the option to air views on the website and the current budget.

**6b:** Cllr Beacon summarised the report which included Devolution and current grants awarded to local areas.

**7. Reports From: Committees/Representatives of other Committees/Groups/Meetings:** to receive reports/proposals/requests and considerations and agree on any actions needed:

**7a:** Playing Field

- (i) Cllr Price outlined the costs expected for the new Seesaw, the possibility of grant funding is still being investigated. Cllr Price proposed that a deadline for finding a suitable grant is set for the January meeting (6<sup>th</sup> Jan 2026) and a decision will be made. Cllr Gravell seconded the motion – four for, two abstentions.

- (ii) The additional litter bin provision is still being investigated.

**7b:** Footpaths – The season has now ended.

**7c:** School

**7d:** IT/website matters

**7e:** Village Hall – See item **11**

### 8. Chelmondiston village amenities:

**8a:** Speed Indication Devices – Cllr Price ran through the latest data from the speed indication devices.

**8b:** Jubilee Gardens –

- (i) Cllr Price proposed the appointment of Matt Annis to continue gardening at the Jubilee Garden fortnightly from March to October 2026, Cllr Melville seconded, all in favour.
- (ii) The Clerk is currently obtaining quotes from local contractors to repair the sleepers.

Signed by Chair.....

Date.....

**8c:** Mini Orchard

**8d:** Defibrillator

**8e:** Allotments

**8f:** EV Charging, Possible installation of new charging points – *Babergh are investigating the possibility of installing EV Charging in Pin Mill Carpark.*

**9. Collimer Close** – Road resurfacing evaluation – *The Potholes have been reported to Highways and they are investigating.*

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

**10a:** Dinghy Permits – *The Unpaid vessels will be removed soon.*

**10b:** Removal of memorial plaques - *The plaques have been fixed onto the new benches.*

**10c:** Planting of donated tree on Pin Mill Common – *The donated tree has now been planted.*

**11. Village Hall Regeneration Plan** – *The Committee have met with an architect that is providing current services Pro-Bono, who will be doing a survey before Christmas and will draw up possible plans to improve disabled access and the frontage to the Village Hall.*

**12. Recycling Centre**

**12a:** Financial position – *The financial Position was outlined.*

**13. Planning:**

**13a: DC/25/04229** Wychwood, Hill Farm Lane, Chelmondiston – *Noted as amendment approved.*

**13b: DC/25/05048** Greenacres, Lings Lane, Chelmondiston – *The Member of the Public stated the reasons for applying for the planning permission for two dwellings to be erected in place of the current mobile home. There were some questions from Counsellors regarding the surrounding land that has been put forward for possible development subject to applications, but it was deemed to not impact this application. Cllr Beacon proposed that the Parish council put forward no objections, Cllr Gravell seconded, all in favour.*

**13c: DC/25/04728** Consent given for tree works in National Trust Woodland, Pin Mill – *Noted as approved.*

**13d: DC/25/0144** Red House Farm, Main Rd, Chelmondiston – *Although the external area of the building in remaining unchanged, there were concerns of the positioning of the oil tank once it has been moved (according to the plans) and this will be investigated. Cllr Price proposed no objections providing the previously mentioned points have been investigated, Cllr Barwick seconded, all in favour.*

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

**14a:** *Government Consultation on LGR Suffolk - Noted*

**14b:** *Landscape Community Grants, 2026-27- The clerk will investigate possible grants available.*

**14c:** *Holbrook and Shotley Patient Participation Group – Noted.*

**14d:** *National Highways Roadworks information, Orwell Bridge – Noted.*

**14e:** *Pin Mill Benches Replacement – Noted.*

**14f:** *Suffolk Passenger group Meeting – Noted.*

**14g:** *Plug in Suffolk continued talks of EV Charging – See item 8f.*

**14h:** *Email regarding legality of Houseboats at Pin Mill – Noted.*

**14i:** *Email regarding hedge near Playing Field – Cllr Beacon ran through the proposal that the Council cover the cost of getting the hedge cut for the quoted price. Cllr Beacon proposed, Cllr Keeble seconded, four abstentions, two for. Motion not carried.*

**15. Finance To Receive update on Finance Matters**

**15a:** Bank reconciliation/report from RFO – *Cllr Beacon gave details.*

Signed by Chair.....

Date.....

**15b:** Budget Planning for year 2026-27 – The report is due from the Responsible Finance Officer by the end of January 2026.

## 16. Documents and Policies

### 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 24-25 Budget.

<u>NO</u>	<u>PAYEE</u>	<u>INV NO</u>	<u>DATE</u>	<u>TYPE</u>	<u>DETAILS</u>	<u>AMOUNT</u>
1	J Every	Payroll	Nov	BACS	Nov Salary	£419.30
2	K Davies-Picknell	Payroll	Nov	BACS	Nov Salary	£879.50
3	SA Meacock Garden Services					No Invoice received
4	Village Hall	INv1805	03.07.25	BACS	Hire of Hall	£92.00
5	DC Gardens	Inv16	06.11.25	BACS	Jubilee Gdns x 4 HRS	£108.00
6	Collins Skip Hire	Inv30059	27.11.25		Ticket 723411	£679.46
7	Apex Tree Services	Inv000081	27.11.25		Tree Planting	£260.00
8	Collins Skip Hire	Inv300568	27.11.25		Ticket 193245	£402.60
						<b>£2,840.86</b>
	<b>DD</b>					
	Nest	Pension (ER)	Nov		Mth8 (Nov) ER	
		Pension (EE)	Nov	DD	Mth8 (Nov) EE	£64.14
	<b>PAID</b>					
	Post Office	Stamps	10.11.25	Debit	Posting of form to Hinkley and Rugby BS	£1.70
	PJB Garden Maintenance	2025/222CMPC	01.09.25		footpaths 47 & 2 21.08.25	
		2025/223CMPC	01.09.25		Footpaths 3 & 33 22.08.25	
		2025/225CMPC	02.10.25		Footpaths 32 & 34 25.09.25	
		2025/226CMPC	02.10.25	BACS	footpaths 8 & 25 26.09.25	£840.00
	Swanns Nursery	INv33780	22.11.25	BACS	Tree for Pin Mill Common	£40.00
						<b>£3,786.70</b>

**Katie Davies** Parish Clerk

Date of next meeting: 6th January 2025

Signed by Chair.....

Date.....