



Chelmondiston Parish Council

The Village Hall, Main Road, Chelmondiston IP9 1DX
 Parish Clerk: Ms Katie Davies e-mail: clerk@chelmondiston-pc.gov.uk

Minutes

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

on **TUESDAY the 7th of July 2026 AT 7.30PM.**

Present: Cllr Kirkup, Cllr Lyrick, Cllr Beacon, Cllr Barwick, Cllr Stevens, Cllr Cordle

In Attendance: K Davies (Parish Clerk), 9 members of the public

1. Welcome by the Chairman: the Chairman welcomed everyone to the meeting and read out the notice regarding recording/filming/photographing at the meeting.	To be actioned by
2. Apologies for absence: Cllr Newbold, Cllr Gravell, Cllr Melville	
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 – <i>None Declared</i> 3b: To receive requests for dispensations- <i>None Requested</i> .	
4. To approve the minutes of the Parish Council Meeting held on the 2nd of June 2026. <i>The Minutes were agreed to be a true record and were signed by the Chairman.</i>	
5. Council Resignations and Co-options 5a: <i>The Parish Council thanked Colin Keeble for his many years of service. He was presented with a gift to commemorate his years as a Parish Cllr.</i> 5b: <i>Cllr Beacon informed the meeting that all Cllrs must have either lived in or owned land/property in the village for 12 months prior to becoming a Cllr, for this reason the co-option has been postponed until the 12-month period has been met by both parties.</i>	
6. Public Participation Session: <i>The members of the public in attendance brought concerns regarding Spalding way (item 13a). There are concerns regarding the waste management system being inadequate and contact has been made with Anglian Water by residents, but no plans have been produced. There have also been various complaints of the odour by those living in the area. Cllr Kirkup proposed that the council write to Babergh and Anglian Water, highlighting potential public health the issues that need to be investigated. Cllr Cordle seconded, all in favour. There were other discussions (fly tipping, speeding, bay marking in the public carpark) instigated by a member of the public that were not noted as an agenda item.</i>	
7. Reports: <i>To receive reports from the County Councillor and the District Councillor.</i> 7a: The County Councillor – <i>No report received this month.</i> 7b: The District Councillor - <i>Cllr Beacon summarised the report which included the new recycling initiative and Armed Forces Day.</i>	

Signed by Chair.....

Date.....

8. Reports from Committees/Representatives of other Committees/Groups/Meetings: To receive reports and proposals/requests and considerations and to agree on any actions needed 8a: Playing Field – <i>No issues raised</i> 8b: Footpaths – <i>Cllr Lyrick reported that the footpath around the school vicinity is overgrown, the clerk will report on the highway's portal.</i> 8c: School – <i>No issues raised.</i> 8d: IT/website matters – <i>The clerks' email is currently not working; the laptop will be looked at by the locum I.T. specialist.</i> 8e: Update from Hall Management Committee – <i>Due to an increase in costs the Management committee has increased the hire fees.</i>	Clerk
9. Chelmondiston village amenities: 9a: Speed Indication Devices – <i>Cllr Beacon ran through the latest data.</i> 9b: Jubilee Gardens – <i>No issues raised</i> 9c: War Memorial, Annual Budget for the Horticultural Society – <i>Cllr Kirkup proposed that a maximum spend of £50 twice per year is set for the Horticultural Society to use for plants, Cllr Beacon seconded, 5 in favour, one abstention.</i> 9d: Mini Orchard – <i>No issues raised</i> 9e: Defibrillator – <i>No issues raised.</i> 9f: Allotments – <i>No updates received</i> 9g: EV Charging, update on EV Charging, Pin Mill – <i>No updates received</i>	
10. Village Hall Regeneration <i>There have been no updates this month but a Village Meeting for residents will be held in the coming months.</i>	
11. Pin Mill: Update on Pin Mill Matters 11a: Dinghy Permits, Update on non-permitted vehicles - <i>Warning stickers have been placed on the final unpermitted vessels, and these will be posted on social media before removal.</i> 11b: Planters in disabled parking bay – <i>The clerk is waiting on quotes from the contractors.</i>	Clerk
12. Recycling Centre 12a: Financial Position – <i>Cllr Beacon gave details.</i>	
13. Planning: 13a: Enforcement investigations, Spalding way, Chelmondiston – <i>See item 6</i>	
14. Correspondence Report to note or to consider a response: 14a: Email from resident regarding grass cuttings on footpath 33, Lings Lane - <i>Noted</i> 14b: Email from resident regarding footpath 25, Lings Lane - <i>Noted</i> 14c: Email from resident regarding footpath 50, Pin mill rd - <i>Noted</i> 14d: Email from resident regarding the bins on the playing field - <i>Noted</i> 14e: Email regarding kerb between the bus shelter and the village hall – <i>Highways will be contacted regarding possible safety measures</i>	Clerk
15. Finance To Receive update on Finance Matters 15a: Bank reconciliation/report from RFO – <i>Cllr Beacon ran through the figures.</i>	

Signed by Chair.....

Date.....

16. Documents and Policies 16a: To review and update Data protection Policy – <i>The policy will be circulated to all Cllrs, and the draft will be posted on the website.</i> 16b: To review the current terms of reference – <i>The need for a separate planning committee was discussed and Cllr Kirkup proposed that the planning committee is stood down and two Council representatives are put in place. Cllr Cordle seconded, all in favour</i>	Clerk
17.The Parish Alliances – <i>The next meeting will be held on the 22nd of September at 2pm..</i>	

18. Payments To consider and approve the following payments including any invoices received since the publication of the agenda.						
NO	PAYEE	INV NO	DATE	TYPE	DETAILS	AMOUNT
1	J Every	June	30/06/26	PAYE	RFO June	£419.10
2	K Davies	June	31/5/26	PAYE	Clerk June	£896.17
3	HMRC	PAYE P30	Quarter1	BACS	Tax NI period end 05.07.26	£636.17
4	SA Meacock	Inv 21	01/04/26	BACS	Pin Mill Common	£112.00
	“		01/04/26	BACS	Village Hall	£112.00
	“	Inv 22	01/05/26	BACS	Pin Mill Common	£112.00
	“		01/05/26	BACS	Village Hall	£112.00
	“	Inv 23	01/06/26	BACS	Pin Mill Common	£112.00
	“			BACS	Village Hall	£112.00
5	J Crapnell	Bourne GC	02/06/26	BACS	Reimbursement for plants WM	£50.00
6	SALC	31512	04/06/26	BACS	CILCA unit 1	£78.00
7	PJB Garden Main	2026/233	30.04.26	BACS	Footpaths 25&8	£215.00
	“	2026/234	29/05/26	BACS	Footpaths 24&47	£215.00
	“	2026/235	29/05/26	BACS	Footpaths 1&23	£215.00
8	Village Hall Committee	Annual Grant		BACS	As Agreed at Mtg	£2000.00
9	Shotley odd jobs	014	28/06/26	BACS	Dog Bin Emptying 10th Mar- 16 th June	£240.00.
	Total					£5,636.44
DD						
	Pension EE		June 26	DD		£36.65
	Pension ER		June 26	DD		£27.49
Paid						
	Defib Warehouse	Debit	08/06/26	Debit	Pads for Defib	£88.44

The Meeting was closed at 8:38pm

Katie Davies Parish Clerk

Date of next meeting: 1st Sept 2026

Signed by Chair.....

Date.....