



# 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

on **TUESDAY the 4th of Nov 2025 AT 7.30PM.**

**Present:** Cllr Stevens, Cllr Price, Cllr Lyrick, Cllr Beacon, Cllr Barwick, Cllr Kirkup, Cllr Keeble, Cllr Cordle, CCllr Harley.

**In Attendance:** K Davies (Parish Clerk)

### 1. Welcome

**2. Apologies for absence:** Cllr Newbold, Cllr Melville, 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 7th of October 2025 –** It was agreed these were a true record, and the minutes were signed by the chairman.

**5. Public Participation Session:** No members of the public were in attendance.

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

**6a:** *CCllr Harley summarised the report which included an update on devolution, the Get Suffolk Working Plan and the upcoming elections in May.*

**6b:** *Cllr Kirkup summarised the report which included an update on CIL for local parishes and a call for sites throughout Suffolk Districts.*

### 7. Reports From: Committees/Representatives of other Committees/Groups/Meetings:

**7a:** *Playing field – The grant request has been received, outlined and will be reviewed, it was suggested that any request for funding for new equipment was sought through possible available grants and will be investigated. The request for an additional waste bin has been logged with Babergh.*

**7b:** *Footpaths – The issue of dog waste being a problem on the bridleway between Lings Lane and Bylam lane was highlighted, Cllr Kirkup proposed that a dog waste bin is erected on the bridleway, Cllr Barwick seconded the motion, seven for and one abstention. The clerk will order a new dog waste bin.*

**7c:** *School – No issues raised.*

**7d:** *IT/Website matters – The new laptop is set up and in use and the previous has been sold. The previous printer has been donated to the British Heart Foundation.*

**7e:** *Village Hall – The grant application was received and outlined, Cllr Kirkup proposed that the application was agreed, Cllr Keeble seconded, all in favour.*

### 8. Chelmondiston village amenities:

**8a:** *Speed Indication Devices – Cllr Price outlined the latest data noting an overall drop in speeding vehicles.*

**8b:** *Jubilee Gardens – Cllr Lyrick highlighted that there are a few loose sleepers and they may require replacement, this will be investigated.*

**8c:** *Remembrance Day – The wreaths have been received in readiness for Remembrance Day. The Horticultural society has purchased the plants for the memorial and will be planted.*

**8d:** Mini Orchard – *No issues raised.*

**8e:** Defibrillator – *There are now two local guardians in situ.*

**8f:** Allotments – *No further information at this point.*

**8g:** EV Charging – *There are possible plans being discussed of an EV charging point in the Pin Mill Carpark and although the installation will remove two bays it was deemed that it will be a positive addition for residents.*

**8h:** - Bus stop – *The handrail has been temporarily fixed, and a more permanent solution will be discussed along with the Village Hall rejuvenation.*

**8i:** Car Park – *The carpark will be closed on Monday the 10<sup>th</sup> of November for hedge trimming.*

**9. Collimer Close** – Road resurfacing evaluation – *The matter has been reported many times and has been added onto the inspection list by Suffolk Highways.*

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

**10a:** Dinghy Park – *The removal of the unpaid vessels is still in the planning stages.*

**10b:** Planting of the gifted tree – *The tree will be planted in late November/early December when it goes dormant so is safe to be moved.*

#### **11. Village Hall Regeneration Plan:**

**11a:** Report from working party – *Possible layouts of the frontage have been discussed, including plans for an improvement in disabled access, updating the garden area and maximise available car parking space.*

#### **12. Recycling Centre**

**12a:** Financial position - *Cllr Kirkup gave details.*

**12b:** Any other issues – *The need to update and improve the security cameras, Cllr Price proposed replacing the old camera with a more updated version, Cllr Keeble seconded, all in favour.*

#### **13. Planning:**

**13a:** Babergh and Mid-Suffolk Joint Local Plan Call for Sites 2025 – *Outlined and Noted*

**13b:** Babergh and Mid-Suffolk Draft Five-Year Housing Land Supply Position Statements – *Outlined and Noted*

**13c:** **DC/25/04728** Pin Mill Woodland – Application for works to trees subject to tree preservation order ES33/W1- *The PC have no concerns/objections.*

**13d:** **DC/20/03247** Cycle Path improvements, Woolverstone to Holbrook, Woolverstone to Chelmondiston – *Woolverstone PC will be approached for their opinion.*

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

**14a:** Email regarding partial closure of public toilets at Pin Mill - *Noted*

**14b:** Email regarding Planning Application at Jimmy's Farm - *Noted*

**14c:** Enquiry from the BBC Regarding a possible future episode of "Escape to the Country" - *Noted*

**14d:** Email from resident regarding hedge leading to the Playing Field – *Noted and responsibility will be investigated*

**14e:** Notification of new Suffolk Highways Engineer - *Noted*

**14f:** Notification to works to trees on Pin Mill Road on behalf of UK Power Networks - *Noted*

**14g:** Email regarding Seniors fair, Friday 14<sup>th</sup> November, Glemsford Village Hall - *Noted*

**14g:** Email regarding proposed change of Speed Limit on the B1456 between Woolverstone and Chelmondiston - *Noted*

**14g:** Email regarding grant request from 'Headway Suffolk' - *Noted*

**14h:** An update of NSIPs and large-scale energy projects - *Noted*

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

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

**15b:** Budget Planning for year 2026-27 – The budget is in the process of being drafted

**15c:** To approve recent amendments to the Assets Register – The amendments were outlined, Cllr Kirkup proposed they were agreed, Cllr Barwick seconded, all in favour.

**16. Documents and Policies**

It was agreed that the clerk will create a schedule of all documents and policies by review date.

**17. The Parish Alliances**

The Parish alliance meeting was attended and covered the Late January local plan and the CIL expenditure review. The minutes will be available in due course.

**18. Payments:** To consider and approve the following payments including any invoices received since the publication of the agenda.

No.	PAYEE	INV. DATE	INV. NO	DETAILS	AMOUNT
1	K Davies	October Pay	PAYE	Clerk October Pay	£879.50
2	J Every	October Pay	PAYE	RFO October Pay	£412.17
3	SA Meacock	Nov-25	BACS	Post Office Hedges/Car Park	£224
4	Rosewood trees and Gdns	01/10/225	1397	Holly tree coppicing Village Hall	£324.00
5	ApexTree Services	17/10/25	-	Tree removal Pin Mill Common	£260.00
6	SALC	01/10/25	662	Clerk Training	£43.20
7	CAS	01/10/25	7029	One Suffolk Hosting	£66.00
8	J Crapnell	21/10/25	Bourne Gdn Centre	Flowers for memorial	£40.00
9	PJB Gdn Maintenance	02/10/25	226	Footpaths 8 & 25	£210.00
	“	01.09.25	223	Footpaths 3 & 33	£210.00
	“	01.09.25	222	Footpaths 47 & 2	£210.00
	“	02.10.25	225	Footpaths 32 & 34	£210.00
10	Glasdon	04.09.25	51920052	Pin Mill Regeneration	£9284.85
<b>Total</b>					<b>£10,815.25</b>
	Council Card & DD			New Clerk Laptop and Hazard Tape	£474.64
	NEST			Pension ER	£32.05
	“			Pension EE	£42.74

Cllr Stevens proposes that payments 1-9 are made, Cllr Price seconded, all in favour.

**The next Parish Council meeting will be held on Tuesday the 2<sup>nd</sup> of December**

**The Meeting was closed at 20:55hrs**

**Katie Davies** Parish Clerk