



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

Minutes

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

on **TUESDAY the 7th of October 2025 AT 7.30PM.**

Present: Cllr Newbold, Cllr Price, Cllr Stevens, Cllr Beacon, Cllr Barwick, Cllr Kirkup, Cllr Keeble, Cllr Cordle

In Attendance: K Davies (Parish Clerk)

1. Welcome

2. Apologies for absence: Cllr Gravell, Cllr Lyrick, Cllr Melville, DCllr Potter, CCllr Harley

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 2nd of September 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: Cllr Kirkup summarised the report which included an update on devolution and the approved local Nature Recovery Strategy.

6b: Cllr Kirkup summarised the report which included the impending local government changes and the “Live well in winter” Grant.

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

7a: Village Hall – A regeneration group has been set up and has held an initial meeting to discuss how to tackle the issues. The PC will be kept informed.

7b: Playing field – The need for a litter bin was highlighted due to rubbish being left at times – it was agreed that the clerk will enquire with Babergh about the addition of a black wheelie bin.

7c: Footpaths – Cllr Barwick stated that all areas are looking tidy.

7d: School – No issues raised.

7e: Website/I.T. – Cllr Price ran through the four possible laptops that were shortlisted, and it was proposed that a model was purchased from Amazon in the current sale, Cllr Beacon seconded, all in favour.

8. Chelmondiston village amenities:

8a: Speed Indication Devices – Cllr Price went over SID data from the last month. The need for a mobile Speed Camera was highlighted, and the Police will be contacted.

8b: Jubilee Gardens – The Horticultural Society has purchased and planted the new plants, and it was agreed that they would be fully reimbursed.

8c: Remembrance Day - It was agreed that a donation of £22 would be made in addition to paying for the cost of the wreath (£28) which is on order.

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Date.....

8d: Mini Orchard – *The Mini Orchard has been strimmed, and the contract has been agreed for ongoing maintenance.*

8e: Defibrillator – *Cllr Beacon is now successfully a Defibrillator guardian and Cllr Kirkup is still waiting for confirmation.*

8f: Allotments – *Cllr Kirkup informed the Parish Council that there is no plan to change the status of the allotments for the next two years and the possible application of it becoming an asset of community value is ongoing.*

9. Pin Mill: Update on Pin Mill matters

9a: Dinghy Park – *The removal of the unpaid vessels is still in the planning stages.*

9b: Clearing of the Grindles – *Cllr Kirkup informed the meeting that the Contractors who put in the original flood defences have been contacted, and they are going to visit to provide a quote.*

9f: Planting of the gifted tree – *The quotes were discussed and Cllr Kirkup proposed to agree on Apex Tree Services, Cllr Price seconded, all in favour and works will begin soon.*

10. Pin Mill Regeneration Plan:

10a: Report from working party – *Positive comments have been received from the public and the invoice from the contractors will be settled as soon as it is received. The possible widening of the bridge will now be investigated.*

11. Recycling Centre

11a: Financial position - *Cllr Kirkup gave details.*

11b: Claim forms for recycling Centre/glass bottle bank – *It was confirmed that the claim forms for the recycling centre/glass bottle bank have been sent, and the monies will be paid in to the PC bank account.*

12. Planning:

12a: DC/25/03334 – 30 Collimer Close, Chelmondiston, IP91HX – *Permission granted.*

12b: EN/25/00154 & EN/25/00271 – *The issues raised of the Carpark behind the Butt and Oyster were reported to Babergh, but no further action will be taken due to the historical nature of the area being used for this. The house boats that have been reported to Babergh as being used for Holiday Lets are under investigation.*

12c: DC/25/03308 – Wychwood, Hill Farm Lane, Chelmondiston, IP91JU – *Permission granted.*

12d: Joint Local Plan Review – *Notification was received that three sites have been identified for possible development.*

13. Correspondence Report to note or to consider a response:

13a: Passenger Group meeting date change and subsequent minutes - *Noted*

13b: BMSDC Local Government reorganisation update - *Noted*

13c: Parish Online newsletter - *Noted*

13d: National Highways A14 between junctions 52 (Claydon) and 51 (Needham Market) maintenance work - *Noted*

13e: Local Electric Vehicle infrastructure fund (LEVI) information - *Noted*

13f: Babergh Grant Opportunities - *Noted*

13g: Water testing results – *Noted and results given*

13h: Police and Parish Forum – *The notes were given including the issues of speeding and increased thefts. The Clerk will report the issue of speeding on the Police website.*

13i: Grant funding workshop – *Will be attended.*

13j: DAC Planning - *Noted*

13k: Rural Coffee van - *Noted*

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Date.....

14. Finance To Receive update on Finance Matters

14a: Bank reconciliation/report from RFO – *Cllr Kirkup gave details.*

14b: To discuss the new savings account required and make resolution to proceed – *The new Savings account was outlined, a resolution was agreed upon and was signed by the Signatories and the Proper Officer.*

14c: Budget Planning for year 2026-27 – *The finance advisory group will meet to discuss the 2026-27 budget.*

15. Documents and Policies

15a: Assets register update – *The assets register will be updated to reflect the latest additions.*

15b: Health and Safety policy – *The Health and Safety policy has been updated, agreed upon and adopted as of the 7th October.*

17. The Parish Alliances

The next Parish Alliance meeting will be attended.

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

PAYEE	INV. DATE	INV. NO	DETAILS	AMOUNT
1 Jane Every	Sept	Payroll	Payroll (inc updated pay award)	£448.71
2 Katie Davies-Picknell	Sept	Payroll	Payroll (inc updated pay award)	£1023.09
3 HMRC	Quarter2	P30		£537.03
4 DC Gardens	29.09.25	Inv15	July/Sept 6hrs	£162.00
5 Collins Skip Hire	29.08.25	Inv291872	Skip Hire	£737.28
6 SA Meacock Gdn Serv	Oct	Inv82	Pin Mill Common	£224.00
7 SALC	30.09.25	30480	Payroll Services	£86.40
8 Clear Council	01.10.25	LCO03361	Insurance 25-26	£1227.66
9 Horticultural Society	06.10.25		Reimbursement to J Crapnell	£115.00
TOTAL				£4561.17
Nest	September	DD	Pension ER	£32.05
“	September	DD	Pension EE	£42.74

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

The next Parish Council meeting will be held on Tuesday the 4th of November

The Meeting was closed at 20:45hrs

Katie Davies Parish Clerk

825 Signed.....

Date.....