



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 6th of October 2026 AT 7.30PM.**

Present: Cllr Beacon, Cllr Lyrick, Cllr Barwick, Cllr Gravell, Cllr Stevens, Cllr Melville, Cllr Cordle, CCllr Armstrong, DCllr Potter

In Attendance: K Davies (Parish Clerk)

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 Kirkup	
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 1st of September 2026. <i>The Minutes were agreed to be a true record and were signed by the Chairman.</i>	
5. Public Participation Session: <i>No members of the public were in attendance</i>	
6. Reports: <i>To receive reports from the County Councillor and the District Councillor.</i> 6a: The County Councillor – <i>Cllr Armstrong summarised the report which included devolution plans and the Healthy Child Services Consultation.</i> 6b: The District Councillor – <i>Cllr Potter summarised the report which included CIL infrastructure and updated local planning guidance.</i>	
7. Reports from Committees/Representatives of other Committees/Groups/Meetings: To receive reports and proposals/requests and considerations and to agree on any actions needed 7a: <i>Playing Field – The PC will request the minutes following future Playing field Committee meetings for full transparency. DCllr Potter spoke of possible funds and grants that can aid in the updating of the playing fields.</i> 7b: <i>Footpaths – No issues raised</i> 7c: <i>School – No issues raised</i> 7d: <i>IT/website matters – No issues raised</i> 7e: <i>Village Hall – Please see item 9</i> 7f: <i>Remembrance Day wreath and representation – the wreath has been purchased and will be collected by the clerk</i>	Clerk

Signed by Chair.....

Date.....

8. Chelmondiston village amenities: 8a: Speed Indication Devices – <i>Cllr Beacon ran through the figures collected from the SID devices for the last month</i> 8b: Jubilee Gardens – <i>The contractor will work for one more month than originally planned due to the warmer weather.</i> 8c: War Memorial – <i>No issues raised</i> 8d: Mini Orchard – <i>No issues raised</i> 8e: Defibrillator – <i>New Defibrillator pads have been purchased following recent use.</i> 8f: Allotments – <i>No new information</i> 8g: EV Charging – <i>No new information</i>	
9. Village Hall Regeneration <i>The working party have met recently and there are ongoing discussions on the works, including access, the widening and resurfacing of the carpark, levelling the porch floor and providing a push button door.</i> <i>Information will be displayed in the Village Hall for the public to view at a later date.</i>	
10. Pin Mill: Update on Pin Mill Matters 10a: Dinghy Permits – <i>Update on non-permitted vessels – The PC will arrange removal of the unpermitted vessels.</i> 10b: Grindle/Stream Clearance – <i>Clearance will take place in the coming weeks.</i>	
11. Recycling Centre 11a: Financial Business – <i>Cllr Beacon gave details of the latest financial data.</i>	
12. Planning: 12a: Decision notice relating to planning application - DC/26/03562 Land Adjacent To, 30 Collimer Close, Chelmondiston, Ipswich Suffolk IP9 1HX - <i>Noted</i> 12b: Decision notice relating to planning application - DC/26/03383 Valley Cottage, Pin Mill Road, Chelmondiston, Ipswich Suffolk IP9 1JJ - <i>Noted</i> 12c: Application for lawful development certificate (existing) – DC/26/03804 Site 1, Main Road, Woolverstone - <i>Noted</i> 12d: Notification of important planning changes following the new National Planning Policy Framework (NPPF) – <i>Cllr Gravell commented that it reads as though the Local Parish Councils may lose their vote on future planning applications and DCllr Potter replied that this will be questioned at the upcoming meeting on the 20th of October. The Parish Council plan to send a representative to the meeting.</i>	
13. Correspondence Report to note or to consider a response: 13a: Email regarding roadworks throughout the Peninsula – <i>Cllr Lyrick has emailed Highways regarding the excess of roadworks on the Peninsula and the inappropriate timing of some roadworks (for example, school routes during term time rather than the summer break). CCllr Armstrong has also emailed and will update the Parish Council when a response is received.</i> 13b: Communication regarding railings nr benches at Pin Mill – <i>A parishioner suggested the removal of the railings from the hardstanding to improve aesthetics when sitting on the benches, this will be explored at a later date.</i> 13c: Community Emergency Planning Correspondence - <i>Noted</i>	
14. Finance To Receive update on Finance Matters 14a: Bank reconciliation/report from RFO – <i>Cllr Beacon ran through the figures with the Parish Council</i>	

Signed by Chair.....

Date.....

14b: External Auditors Reports and Certificate 2025-26 - CPC have considered the final external auditor report from PKF Littlejohn and have acted appropriately to the "other matters" regarding Section 2 Box 9, and Section 1 Box 10. - *Noted*

14c: Precept remittance received - *Noted*

15. Documents and Policies

16. The Parish Alliances – *Cllr Gravell attended the meeting, discussed was; the flooding on the strand, the possible planned wind turbine and the Peninsula sports centre.*

16. Payments

To consider and approve the following payments including any invoices received since the publication of the agenda for expenditure approved in the 25-26 Budget.

October Payments to be Approved

NO	PAYEE	INV NO	DATE	TYPE	AMOUNT	DETAILS
1	J Every	Payroll	Sept	BACS	£ 504.49	Mth 6: Sept
2	K Davies-Picknell	Payroll	Sept	BACS	£ 1,032.54	Mth 6: Sept
3	Collins Skip Hire	329151	17.09.26	BACS	£ 739.20	Ticket : 763491
4	Babergh DC	1000042005	01.09.26	BACS	£ 71.00	Green Waste Collection Annual Charge
5	Shotley Odd Jobs	22	09.09.26	BACS	£ 180.00	Dog bin emptying 30th June - 8th Sept
6	CAS IT Services	1321	07.09.26	BACS	£ 406.00	2yrs x domin + 13 mailboxes (2 yr)
8	Matt Annis	15.09.26	15.09.26	BACS	£ 50.00	Jubilee Gardens 2 hrs x £25
9	Clear Insurance Ltd	LCO03361	25.09.26	BACS	£ 1,232.66	Renewal from 1.10.26
10	SALC	31795	28.09.26	BACS	£ 201.60	April 26-Mar 26 Payroll services : Cust1016
11	PKF Littlejohn	AB20262556	21.09.26	BACS	£ 378.00	SBO 1859: External Audit charges for yaer 25-26
12	Steve Meacock	27	01.10.26	BACS	£ 224.00	Gardening - Pin Mill Common/Chelmondiston Village Hall
13	HMRC	P30 - PAYE	05.10.26	BACS	£ 684.59	Quarter 2 (Ending 5.10.26 *SET PAYMENT DATE FOR THIS DATE)
					£ 5,704.08	
	DD					
14	Nest	Pension (ER)	Sept			
		Pension (EE)	Sept	DD	£ 76.92	Mth 6: Sept
	PAID					
15	Jax First Aid Supplies	130093	25.09.26	Debit	£ 83.98	Defib pads
16	Poppy Appeal	no info		BACS	£ 50.00	Wreath for remembrance

Items 1 – 13, proposed to be agreed by Cllr Cordle, seconded Cllr Melville, all in favour

The Meeting was closed at 8.58pm

Signed by Chair.....

Date.....