

Chelmondiston Parish Council

Chairman: Cllr David Cordle

Parish Clerk: Mrs Jill Davis e-mail: clerk@chelmondistonpc.info or Tel: 07984733352

An Annual Meeting of **CHELMONDISTON PARISH COUNCIL** will be held IN THE VILLAGE HALL on **TUESDAY THE 3rd of May 2022 AT 7.30PM.**

All Committee Members are summoned to attend. Parishioners and members of the public are very welcome.

AGENDA

The Council, members of the public and the press may record/film/photograph or broadcast this meeting when the public and the press are not lawfully excluded. This does not extend to live verbal commentary. Any member of the public who attends a meeting and objects to being filmed should advise the Parish Clerk who will instruct that they are not included in the filming

1. **Election of Chairman 2022 - 2023:** and to sign Declaration of Acceptance of Office
2. **Election of Vice-Chair for 2022 – 2023:**
3. **Apologies for absence:** to receive and note apologies
Cllr Dot Cordle – Prior Engagement
4. **Dispensations:** to consider requests and **Declarations of Interest** to receive Pecuniary and Non-Pecuniary Interests from Cllrs on items to be considered at this meeting.
5. **To approve the minutes of the Parish Council Meeting held on the 5th of April 2022**
6. **Statutory Documents to sign for 2022 – 2023:**
Declaration of Acceptance of office, register of members' Interests, Councillors Data protection Checklist and Method of Service of Summons
7. **Parish Councillor Vacancy:**
For members to consider the application from Mr Melville
8. **Public Participation Session:** for the public to talk to Cllrs about items only on the agenda
9. **Reports:** to receive reports
9.a County Councillor Report
9.b District Councillor Report
10. **Reports From: Committees/Representatives of other Committees/Groups/Meetings:** to receive **reports and proposals/requests and considerations** and agree on any actions needed:
10.a Planning Committee 10.b Village Hall
10.c Playing Field 10.d Village Amenities
11. **Correspondence Report:** Items received after publication of the agenda or for items needing discussion
11. Items circulated to the members
12. **Clerk's Report:** Items received after the publication of the agenda or for items needing discussion
12. Items circulated to the members
13. **Recycle Centre:** to inform
13.a To update members with the financial information for April 2022
13.b To update members with the grant requests (if applicable)
13.c For members to discuss/consider the set-aside funds – April £20,779.30
14. **Neighbourhood Plan:**
14.a Cllr Ward to update members
15. **Dinghy Park/Pin Mill:**
15.a For members to consider the replacement of the small boards on Pin Mill Common – Realise Futures £909.55 (Includes VAT)
15.b To inform members of the dinghy permits to date
16. **Queen's Platinum Jubilee:**
16.a To inform members of the preparations for the Jubilee Event (Cllr Barwick)
17. **Administration:**
17.a For members to consider Realise Futures as the preferred Contractor for the Outdoor Furniture when applicable
17.b To inform members that the Covid-19 line has now been removed – no funds left
17.c To inform members of the annual holiday – 30th of May 1 week

- 17.d For members to consider an Extraordinary Meeting 28/06/2022 (Annual Return/Accounts Approval)
 17.e For members to consider the July PC Meeting to be cancelled
 17.f To inform members that due to the Bank Holiday Jubilee the date for items for the agendas is 20th May 2022.
 17.g For members to consider any Ukrainian Citizens Honorary Parishioners (Cllr Keeble)
 17.h To inform members there are 20 Jubilee Mugs left
 17.i To update members with BDC Governance Review

18. Finance:

- 18.a For members to approve SALC's Annual Payment of £422.72
 18.b For members to consider a second bench opposite Lings Lane (we have the funds from the Tudwick Charity)
 18.c For members to consider the cost of Planting the Jubilee Trees (Cllr Ward)
 18.d Parish Clerk to inform the members that the recycling amount has been received £618.00

19. Payments to Consider: April 2022 Payments

A DD	Government Nest	April 2022 Pension Payment	£104.29		£104.29
B 002483	Jill Davis	April 2022 - Salary	£1279.56		£1279.56
C 002484	Suffolk Assn. of Local Councils	Annual Charge	£422.72		£422.72
D 002485	Sackers	Skip Hire and Empty	£449.65	£89.93	£539.58
E 002486	Booths Tarmacadam Ltd	Repair of Drainage	£455.00	£91.00	£546.00
F 002487	British Red Cross	Ukraine Appeal	£127.64		£127.64
G 002488	PJB Garden Maintenance	Invoice 106	£200.00		£200.00
H 002489	PJB Garden Maintenance	Invoice 107	£200.00		£200.00
I 002490	Chelmondiston Playing Fields Committee	Annual Grant	£2326.00		£2326.00
J 002491	Chelmondiston Playing Fields Committee	Grant Jubilee Event	£1000.00		£1000.00
K 002492	Jill Davis	April 2022 – Expenses (Final redirection Costs)	£781.83	£35.36	£817.19
TOTAL:			£7346.69	£216.29	£7562.98

20. The Next Parish Council Meeting:

**The next meeting of the Parish Council:
 Tuesday 07th of June 2022 at 7.30pm in the Village Hall**

**21. The next meeting of the Annual/Parish Meeting
 Wednesday the 04th of May at 7.00pm in the Village Hall**

Jill Davis Parish Clerk

Dated: 27/04/2022