

# Chelmondiston Parish Council

Chairman: Cllr David Cordle

Parish Clerk: Mrs Jill Davis e-mail: [clerk@chelmondistonpc.info](mailto:clerk@chelmondistonpc.info) or Tel: 07984733352

A Meeting of **CHELMONDISTON PARISH COUNCIL** will be held IN THE VILLAGE HALL on **TUESDAY THE 01<sup>st</sup> of NOVEMBER 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. **Welcome by the Chairman:**
2. **Apologies for absence:** to receive and note apologies
3. **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.
4. **To approve the minutes of the Parish Council Meeting held on the 6<sup>TH</sup> OF SEPTEMBER 2022**
5. **To approve the minutes of the Parish Council Meeting held on the 4<sup>TH</sup> OF OCTOBER 2022**
6. **Public Participation Session:** for the public to talk to Cllrs about items only on the agenda
7. **Reports:** to receive reports
  - 7.a County Councillor Report
  - 7.b District Councillor Report
8. **Reports From: Committees/Representatives of other Committees/Groups/Meetings:** to receive **reports and proposals/requests and considerations** and agree on any actions needed:
  - 8.a Planning Committee
  - 8.b Village HallFor members to consider/ be informed concerning the handrail at the Village Hall
  - 8.c Playing Field
  - 8.d Village Amenities
9. **Clerk's Report:** Items received after the publication of the agenda or for items needing discussion
  9. Report circulated to members
10. **Correspondence Report:** Items received after publication of the agenda or for items needing discussion
  10. Correspondence circulated to members
11. **Recycle Centre:** to inform
  - 11.a To inform members of the September Financial Information:  
Skip Days: £211.00  
Metal: £292.00  
Total: £503.00  
Reserves: £24,350.65
  - 11.b For members to discuss and consider any actions concerning the reserve funds (Cllr Ward)
  - 11.c For members to consider applying to SPS for the annual grant of £750.00
  - 11.d For members to consider applying to SCC for the annual grant of £1500.00
12. **Dinghy Park/Pin Mill:**
  - 12.a To inform members of an email received from a member of the public
  - 12.b To inform members that Suffolk Scene (film company) will make a donation of £100.00 to the Parish Council for the use of Pin Mill Common
13. **Administration:**
  - 13.a For members to consider approving the meeting dates for 2023. Please note there are several date changes due to the elections.
  - 13.b For members to consider approving the Reserves Policy (SALC recommendation)
  - 13.c For members to consider allowing Anglian Water to present their scheme of works in the parish
14. **Financial Matters:**
  - 14.a For members to discuss and consider a 'memorial' to the late Queen Elizabeth II
  - 14.b For members to discuss and consider any action concerning the Village Sign

- 14.c For members to consider the action required for Jubilee Garden – please see supporting paper  
 14.d For members to approve (retrospective approval) the Annual Insurance Cost (power to pay)  
 14.e To minute that the members have received a copy of the Policy Schedule  
 14.f For members to consider the request by SPCC (Shotley Peninsula Cycling Campaign)  
 14.g For members to consider approving the Annual One Suffolk website subscription  
 14.h To update members with the 2021-2022 External Auditor Interim Report (full report still outstanding)  
 14.i For members to consider approving September and October 2022 expenses of £200.84  
 14.j For members to consider the storage of the archives  
 14.k For members to consider approving cutting of the grass at the Baptist Church

**15. Payments to Consider: November 2022 Payments**

A 002552	Collins Skip Hire	Skip Costs	£440.10	£88.02	<b>£528.12</b>
B 002553	Realise Futures CIC	Memorial Bench	£686.00	£137.20	<b>£823.20</b>
C 002554	The Royal British Legion	Remembrance Wreath	£40.00		<b>£40.00</b>
D 002555	CommuniCorp	Annual Subscription	£12.00		<b>£12.00</b>
E 002556	Suffolk Assn. of Local Councils	6-month Payroll costing	£48.00	£9.60	<b>£57.60</b>
F 002557	SA Meacock Garden Services	October Monthly Payment	£206.80		<b>£206.80</b>
G 002558	P E Ward	Tree Shrub	£57.50		<b>£57.50</b>
H 002559	Lucy Powell	War memorial plants	£42.00		<b>£42.00</b>
I 002560	Jill Davis	October 2022 Salary	1155.59		<b>£1155.59</b>
J 002561	Jill Davis	September and October 2022 Expenses	£173.77	27.07	<b>200.84</b>
K DD	Government Nest	October 2022 Pension Payment	£87.15		<b>£87.15</b>
<b>TOTAL:</b>			<b>£2949.31</b>	<b>£261.89</b>	<b>£3211.12</b>

Cheque Number 002551 was presented after the publication of October's agenda.  
 To: Scout Insurance Services Ltd t/a Unity Insurances Services – for the annual insurance payment (LT Agreement) £941.45

- 16. The Next Parish Council Meeting:  
 Tuesday 6<sup>th</sup> of December 2022 at 7.30pm in the Village Hall**
- 17. Temporary exclusion of press and public:** Pursuant to the Public Bodies (Admission at meetings) Act 1960 the Public and Press be excluded from the meeting due to the confidential nature of the business to be discussed
- 18. Employment Matters:**  
 18.a For members to consider approving the authorised overtime  
 18.b For members to consider approving the overtime

*Jill Davis* Parish Clerk

Dated: 27/10/2022