

# 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 6<sup>th</sup> OF DECEMBER 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 1ST OF NOVEMBER 2022**
5. **Public Participation Session:** for the public to talk to Cllrs about items only on the agenda
6. **Reports:** to receive reports
  - 6.a County Councillor Report
  - 6.b District Councillor Report
7. **Reports From: Committees/Representatives of other Committees/Groups/Meetings:** to receive **reports and proposals/requests and considerations** and agree on any actions needed:
  - 7.a Planning Committee
  - 7.b Village Hall  
For members to consider/ be informed concerning the handrail at the Village Hall
  - 7.c Playing Field
  - 7.d Village Amenities
  - 7.e Primary School
8. **Clerk's Report:** Items received after the publication of the agenda or for items needing discussion
  8. Report circulated to members
9. **Correspondence Report:** Items received after publication of the agenda or for items needing discussion
  9. Correspondence circulated to members
    - 9.a For members to discuss and consider any action from the correspondence received from a parishioner
    - 9.b To update members with correspondence received from Anglian Water
10. **Recycle Centre:** to inform
  - 10.a To inform members of October's Financial Information
  - 10.b To inform members that a Credit Note from Collins of £185.76 has been received for an overpayment
  - 10.c To update members concerning the communications with the volunteers (Cllr David Cordle)
11. **Dinghy Park/Pin Mill:**
  - 11.a To inform members of £1029.00 has been received from a member of the public for the approved memorial bench. Will be actioned after Christmas.
  - 11.b To inform members of the recent meeting concerning Pin Mill (Cllrs Dot Cordle and Melville)
12. **Administration:**
  - 12.a For members to consider any actions concerning the parishioner's letter concerning Pin Mill Road
  - 12.b To update members concerning the work at The Baptist Church
  - 12.c To update members concerning the Chelmondiston Playgroup
  - 12.d To inform members of Shotley PC's meeting concerning the proposed development of 48 No. dwellings (including 24 No. affordable homes) (Cllrs Lyrick and Melville)
  - 12.e To inform members the date for the Anglian Water meeting is Wednesday the 8<sup>th</sup> of February 2023 (Work due to start in March 2023). The venue is to be confirmed.
  - 12.f For members to consider requesting an ANPR Camera from SCC
  12. g For members to consider any actions from the Public Liability Insurance Overview

- 12.h For members to be updated with the wreaths laying (Cllrs David Cordle and Lyrick)  
 12.i To update members concerning the Village Sign

13.

**Financial Matters:**

- 13.a For members to discuss and consider a 'memorial' to the late Queen Elizabeth II  
 13.b To inform members that Jane Gould's award of £680.00 locality funding has been received  
 13.c To inform members that PKF Littlejohn has been awarded the External Auditor Contract for 2022 -2027  
 13.d To inform members that the Full Report from PKF Littlejohn for 2021-2022 is still outstanding and has been chased  
 13.e For members to approve the Annual data Protection Fee - £35.00 (Direct Debit)  
 13.f For members to consider approving Parish Clerk's November expenses - £107.61

14.

**Payments to Consider: December 2022 Payments**

A 002562	Jill Davis	November Pay 2022 payment	£1311.35		<b>£1311.35</b>
B 002563	Chelmondiston Village Hall	Room Hire	£80.00		<b>£80.00</b>
C 002564	SA Meacock Garden Services	Post Office Hedges	£176.00		<b>£176.00</b>
D 002565	Realise Futures CIC	Memorial Bench	£686.00	£137.20	<b>£823.20</b>
E DD	Government Nest	Pension – November 2022 payment	£103.91		<b>£103.91</b>
F DD	ICO	Annual Data Protection Fee	£35.00		<b>£35.00</b>
G 002566	Jill Davis	November Expenses 2022	£95.31	£12.30	<b>£107.61</b>
<b>TOTAL:</b>			<b>£2487.57</b>	<b>£149.90</b>	<b>£2637.07</b>

15.

**The Next Parish Council Meeting:  
 Tuesday 10th of January 2023 at 7.30pm in the Village Hall**

16.

**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

17.

**Correspondence Matter:**

For members to discuss and consider any action required from the correspondence received from a member of the public

18.

**Employment Matters:**

- 18.a For members to approve the authorised LGA Pay Scale  
 18.b To inform members that the correspondence to SALC – concerning 19.a, the Chairman is to sign the correspondence

*Jill Davis* Parish Clerk

Dated: 01/12/222