

Chelmondiston Parish Council

Chairman: Cllr David Cordle

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

A Meeting of **CHELMONDISTON PARISH COUNCIL** will be held IN THE VILLAGE HALL on **TUESDAY THE 10th of JANUARY 2023 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
Cllrs Dot Cordle and Melville – Prior commitments. The apologies are noted.
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 6TH OF DECEMBER 2022**
Deferred – Budget and holidays
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
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 To formally minute that the queries raised by a parishioner concerning Pin Mill Common, Bylam Common and Page's Common have been completed and no further communication will be entered into (Per Parish Council's instructions)
9.b Further communication received from Shotley Peninsula Cycling Campaign. Will be itemised for the February meeting.
10. **Recycle Centre:** to inform
10.a To inform members of November's Financial Information
10.b To update members concerning the communications with the volunteers (Cllr David Cordle)
11. **Dinghy Park/Pin Mill:**
No items- Thursday 05/01/2023
12. **Traffic Matters:**
12.a For members to consider any actions concerning the parishioner's letter concerning Pin Mill Road
12.b For members to consider requesting an ANPR Camera from SCC
12.c For members to consider any actions from the traffic issues information
13. **Administration Matters:**
13.a To update members concerning the work at the Baptist Church
13.b To update members concerning the repositioning of the Village Sign - Deferred awaiting info from SCC
13.c For members to discuss and consider a 'memorial' to the late Queen Elizabeth II
13.d For members to consider any actions from the Public Liability Insurance Overview (updated from December's PC Meeting 2022)
13.e To inform members of the Village Commons and Green information (previously requested)

13.f To inform members of the BDC Town and Parish liaison meeting 01/02/2023 – (information within the supporting papers)

13.g For members to consider actions from the Public Liability Overview Update

14. Financial Matters:

14.a For members to consider approving £200.00 to PJB Garden maintenance (Baptist Church)

14.b To inform the members of the PC's bank balance of £80,025.55

14.c To minute that the bank statements have been circulated to the PC members

14.d For members to consider approving the Tree Works

14.e For members to consider approving the Parish Clerk's December expenses of £183.39

15. Budget 2023 -2024:

15.a For members to consider approving the budget for 2023 – 2024

15.b For members to consider approving Chelmondiston Good Neighbours Scheme request of £173.00

15.c For members to consider approving the Playing Fields Committee request of £3380.00

15.d For members to consider approving the 11 charity donations of £440.00

15.e For members to consider approving the Library Bus donation of £40.00

15.f For members to consider approving the Holbrook Academy donation of £30.00

15.g For members to consider approving Chelmondiston C OF E Primary School donation of £30.00

15.h For members to consider the Cost-of-Living Increase of Parish Clerk £6.00 per week £312.00 (approved by the Advisory Finance Group)

15.i For members to consider approving the Precept Figure £29,015.00

15.j For members to consider approving the Chairman and RFO to sign the Precept Charging Form

15.k For members to consider the annual Jubilee Garden Charge of £450.00 Budget £450.00 PJB Garden Maintenance

15.l For members to consider the quotation of £600.00 for Jubilee Garden Charge of £600.00 PJB Garden Maintenance

16. Statutory Documents 2022 - 2023:

16.a For members to consider approving the Financial Regulations

16.b For members to consider approving the Standing Orders

16.c For members to consider approving the Internal Control Document

16.d For members to consider for the Chairman and RFO to sign 16.c

16.e For members to consider approving the Financial Risk Assessment

17. Payments to Consider: January 2023 Payments

A 002567	Jill Davis	December Pay 2022 payment	£1158.26		£1158.26
B 002568	Jill Davis	December 2022 Expenses	£165.03	£18.36	£183.39
C 002569	PJB Garden Maintenance	Baptist Church	£200.00		£200.00
D 002570	HMRC	Quarter Payment	£508.55		£508.55
E DD	Government Nest	Pension – December 2022 payment	£87.15		£87.15
TOTAL:			£2118.99	£18.36	£2137.35

18.

**The Next Parish Council Meeting:
Tuesday 7th of February 2023 at 7.30pm in the Village Hall**

Jill Davis Parish Clerk

Dated: 05/01/2023