

# Chelmondiston Parish Council

Chairman: Cllr David Cordle

Parish Clerk: Mrs Jill Davis e-mail: [clerk@chelmondistonpc.info](mailto:clerk@chelmondistonpc.info) or Tel: 01473 780159

A Virtual Meeting of **CHELMONDISTON PARISH COUNCIL** will be held REMOTELY on **TUESDAY THE 5<sup>TH</sup> OF MAY 2020 at 7.30pm**. All Parish Councillors are summoned to attend and all parishioners are welcome to join.

**Password:** 558441

**ID:** 848 7819 9200

## AGENDA

The Council, members of the public and the press may record/film/photograph or broadcast this meeting when the public and the press is 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 3rd of MARCH 2020:**
5. **Public Participation Session:** for the public to talk to Cllrs about items only on the agenda
6. **THE LOCAL AUTHORITIES AND POLICE AND CRIME PANELS (CORONAVIRUS) (FLEXIBILITY OF LOCAL AUTHORITY AND POLICE AND CRIME PANEL MEETINGS) (ENGLAND AND WALES) REGULATIONS 2020:** to formalise and Inform
  - 6.a To inform the members of the Regulations 2020
  - 6.b To inform the members of the Cancellation of the Annual Meeting of the Parish Council
  - 6.c To inform the members of the Cancellation of the Annual Meeting of the Parish/Village
  - 6.d To formally minute and approve the current Chairman to continue in the role
  - 6.e To formally minute that the PC Meeting in April 2020 was cancelled
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 any actions needed:
  - 8.a Planning Committee
  - 8.b Village Hall
  - 8.c Playing Field
  - 8.d Village Amenities
  - 8.e Pin Mill Multi-Agency
  - 8.f Climate and Ecological Emergency Working Party:
9. **Sabbatical Request:**

For members to consider a request from Cllr Stanley for 6 months
10. **Clerk's Report:** Items received after publication of the agenda or for items needing discussion  
To inform members of the April and May reports.
11. **Correspondence:** Items received after the publication of the agenda or for items needing discussion  
To inform members of the April and May Reports
12. **Covid - 19**
  - 12.a To update members with BDC, SCC and Parish Council Information
  12. b For members to consider the Zoom monthly charge £11.99+VAT
  12. c For members to consider supporting with Financial aid, Food Parcels, etc. Grant secured £1500.00 from BDC
13. **Recycle Centre:**

To inform members of the feedback from customers  
To formally thank the two volunteers (letter)
14. **Neighbourhood Plan:**

To update members if applicable
15. **Dinghy Park/Pin Mill:**

To update members if applicable
16. **War Memorial:**
  - 16.a To inform members the new quotes are still outstanding for the restoration
  - 16.b For members to consider Insurancing the War Memorial
17. **Finance and Administration:**
  - 17.a For members to consider the Holbrook Academy Grant £30.00
  - 17.b For members to consider the Annual Jubilee Garden Maintenance Contract £300.00
  - 17.c For members to approve the 45p mileage allowance

- 17.d For members to consider the Annual Wreath Donation £40.00  
 17.e For members to consider the Sponsorship Request from Ashley Watts  
 17.f To inform members the first Precept Payment has been received £13,414.50  
 17.g To inform members that the first Instalment of CIL Money for the 7 dwellings (land opposite White House Farm) has been received £3290.07  
 17.h To inform members that SCC's Cutting Grass Schedule for 2020-2021 has been received  
 17.i For members to approve the credit for £464.60 from SCC  
 17.J To inform members that February and March's 2020 Bank Statements have been circulated to the members.  
 17.k To inform members of the Bank Balances February, March and April 2020  
 17.l To inform members of the increase to our Dog/Litter Bin Collections from BDC  
 17.m For members to consider the 'Dog Bin' Emptied – every 3 weeks  
 17.n For members to approve the Annual SALC Subscription £411.02

**18. Standing Orders 2020:**

To remind members that the cut off day for items for the agenda is always the day before the posting of the agenda at 5.00pm, with no exceptions.

**19. Payments to Consider: March 2020 (2019 – 2020 Financial Year)**

**Payments approved by the Chairman and Vice-Chair (23/03/2020)**

|   |                  |
|---|------------------|
| I 002242– Jill Davis – March Salary 2020                  | £996.39          |
| M 002246 – Jill Davis – March's Expenses £107.53 [£6. 24] | £113.77          |
| <b>TOTAL:</b>   | <b>£1,110.16</b> |

**Payments to Consider: April 2020 (2020 – 2021 Financial Year)**

**Payments approved by the Chairman and Vice – Chair (23/03/2020)**

|   |                  |
|---|------------------|
| A 002234 Chelmondiston Village Hall – Room Hire                       | £120.00          |
| B 002235 Ross Peters Woodcraft – Security Box                         | £50.00           |
| C 002236 Cllr Peter Ward – Shrub Jubilee Garden                       | £49.95           |
| D 002237 Shotley Odd Jobs – Dog Bin Emptied                           | £60.00           |
| E 002238 BDC – Dog & Litter Bins Emptied £678.00 [£135.60]            | £813.60          |
| F 002239 Chelmondiston Village Hall – Grant for 2020-2021             | £1,000.00        |
| G 002240 Chelmondiston Good Neighbours Scheme – Grant 2020-2021       | £160.00          |
| H 002241 Chelmondiston Playing Field – Grant 2020-2021                | £2900.00         |
| <b>I 002242 SEE ABOVE 2019-2020</b>                                   |                  |
| J 002243 HMRC Payment – Month 10                                      | £108.15          |
| K 002244 HMRC Payment – Month 11                                      | £108.15          |
| L 002245 HMRC Payment – Month 12                                      | £108.15          |
| <b>M 002246 SEE ABOVE 2019-2020</b>                                   |                  |
| N 002247 SARS – Donation 2020-2021                                    | £40.00           |
| O 002248 Home Start – Donation 2020-2021                              | £40.00           |
| P 002249 EACH – Donation 2020-2021                                    | £40.00           |
| Q 002250 St Elizabeth Hospice – Donation 2020-2021                    | £40.00           |
| R 002251 EAAA – Donation 2020-2021                                    | £80.00           |
| S 002252 The Befriending Scheme – Donation 2020-2021                  | £40.00           |
| T 002253 Suffolk Family Carers – Donation 2020-2021                   | £40.00           |
| U 002254 Revitalise – Donation 2020-2021                              | £40.00           |
| V 002255 Suffolk Neighbourhood Watch Association – Donation 2020-2021 | £40.00           |
| W 002256 Age Concern – Donation 2020-2021                             | £40.00           |
| <b>X 002257 VOIDED ERROR MADE</b>                                     |                  |
| X 002258 Holbrook Academy – Grant 2020-2021                           | £30.00           |
| Y 002259 P AND J LABELS – Dinghy Permits 2020-2021 £111.95 [£22.39]   | £134.34          |
| <b>TOTAL:</b>   | <b>£6,082.34</b> |

**Payments to Consider: May 2020 (2020-2021 Financial Year)**

|   |                 |
|---|-----------------|
| A 002260 SALC – Annual Subscription 2020-2021                 | £411.02         |
| B 002261 SA Meacock Garden Services – Monthly Garden services | £208.00         |
| C 002262 SALC – 6 Month Payroll Service £48.00 [£9.60]        | £57.60          |
| D 002263 S Sacker Ltd – Skip Removals £1080.03 [£216.00]      | £1296.03        |
| E 002264 Jill Davis – April Salary 2020                       | £1019.37        |
| F 002265 Jill Davis – April Expense's 2020 £79.68 [£6.00]     | £85.68          |
| <b>TOTAL:</b>   | <b>£3077.70</b> |