

Chelmondiston Parish Council

Chairman: Cllr David Cordle

Parish Clerk: Mrs Jill Davis e-mail: clerk@chelmondistonpc.info or Tel: 01473 780159

A Virtual Zoom Meeting of **CHELMONDISTON PARISH COUNCIL** will be held REMOTELY on **TUESDAY THE 7th of JULY 2020 at 7.30pm**. All Parish Councillors are summoned to attend and all parishioners are welcome to join.

Password: 948626

ID: 837 5358 0878

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 2nd of June 2020:**
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. **Clerk's Report:** Items received after publication of the agenda or for items needing discussion
8. **Correspondence Report:** Items received after the publication of the agenda or for items needing discussion
9. **Reports From: Committees/Representatives of other Committees/Groups/Meetings:** to receive reports and proposals/requests and considerations and agree any actions needed:
 - 9.a Planning Committee
 - 9.b Village Hall
 - 9.c Playing Field
 - 9.d Village Amenities
 - 9.e Pin Mill Multi-Agency
 - 9.f Climate and Ecological Emergency Working Party:
10. **Recycle Centre:** to inform
 - 14.f To inform the members of June's 2020 Financial Information £1346.20 Set-a-side £14,748.41
11. **Dinghy Park/Pin Mill**
 - 11.a For members to consider keeping the permit cost at £20.00 or £40.00 (July's permit cost)
 - 11.b For members to consider whether to implement the Warning Notice (July01/07/2020 onwards)
 - 11.c To inform the members that the toilets have been closed due to vandalism. They will not be opened until Legionella testing has been completed and is all clear.
 - 11.d For members to consider a request from a resident re a Temporary Bin situated on Pin Mill Common to support with the extra litter
 - 11.e For members to consider a Memorial Bench at Pin Mill
 - 11.f To inform members of the concern from a resident re Pin Mill Common
 - 11.g For members to consider the Pin Mill Dog Bin being emptied twice in a month £30.00 per month.
 - 11.h To inform the members of the tree works that is being conducted at Pin Mill
12. **Neighbourhood Plan**
 - 12.a For members to consider the Stationary Request Costing £460+VAT maximum (Budget 2020)
 - 12.b For members to consider the proposed changes to The Terms of Reference and approve for the Chairman to sign the document
 - 12.c For members to consider approving the Explanatory Notice for the Regulation 14 Consultation
 - 12.d For members to consider approving the Regulation 14 Consultation Representation/Comment Form
 - 12.e For members to consider approving an increase to the membership of the Steering Group
13. **Grass Cutting Tenders:**
 - 13.a For members to consider High Cutz Tree and Garden Care's quote
 - 13.b For members to consider Hartley's Garden Services quote
 - 13.c For members to consider PJB Garden Maintenance quote

14. **NALC:**
 14.a To inform members of NALC's open letter to Councillors
 14.b For members to consider a response to the New Model code of Conduct Consultation (17/08/2020)
15. **Covid - 19: UPDATE**
 15.a To inform members no expenditure for June 2020
 15.b To inform members that NALC and SALC recommend continuing with Remote Meetings at present
 15.c To inform members that the Community Payback Team can resume contracts within the next few weeks. Checking on the feasibility on that happening.
16. **Traffic Calming Measures:**
 For members to consider approving the Traffic Calming Measures
17. **Finance and Administration:**
 17.a To remind members of the Accounts and Audit (Coronavirus)(Amendment) Regulations 2020 – Supporting Paper
 17.b To inform members of the information required for the Internal Audit for 2019 -2020
 17.c To inform members that the 2019 – 2020 Accounts are with SALC for Internal Audit Purposes
 17.d To inform members that the Accounts for 2019 -2020 will be available for the August PC Meeting
 17.e To inform members of the changes to the Business Account Interest Rates
 17.f To inform members of the Bank Account Statements for June 2020
 17.g To inform members of the Annual CIL Reporting Template 2019 - 2020 and for the Chairman to sign the document
 17.h To update members re the Grant Applications for the Resurfacing of the Car Park
 17.i For members to consider the delegated power of the Stationery Costing to the Parish Clerk/RFO £805.00 for 2020 -2021
18. **Dates for the Diary:**
 18.a CAS Health and Wellbeing Zoom Meeting – 08/07/2020 2.30pm - 4.00pm
 18.b SALC AGM Zoom Meeting – 30/07/2020 – 7pm -9pm
 Please inform the Clerk if you wish to 'virtually attend'
19. **Payments to Consider:** June 2020 Payments

A 002270	SA Meacock – Garden Services PAID 16/06/2020	May Account 2020	£208.00	£208.00
B 002271	SA Meacock – Garden Services PAID 16/06/2020	April Account 2020	£208.00	£208.00
C 002272	SA Meacock – Garden Services	June Account 2020	£208.00	£208.00
D 002273	Shotley Odd Jobs	Pin Mill Dog Bin Emptying Service	£60.00	£60.00
E 002274	Sackers Ltd	Skip Hire	£1641.14	£328.23
F 002275	Jill Davis	Salary June 2020	£1019.17	£1019.17
G 002276	Jill Davis	Expenses June 2020	£118.13	£15.71
TOTAL:			£3462.44	£343.94
				£3806.38

20. **The Next Parish Council Meeting:**
The next meeting of the Parish Council:
Tuesday 4th of August 2020 at 7.30pm Held Remotely.

Jill Davis Parish Clerk

Dated: 02/07/2020