

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 ON THE 3RD of AUGUST 2021** at **7.30pm**. All Parish Councillors are summoned to attend and all parishioners are welcome to join.

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 1st of June 2021:**
5. **To approve the minutes of the Extraordinary Parish Council Meeting held on the 29th of June 2021:**
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 any actions needed:
 - 8.a Planning Committee
 - 8.b Village Hall
 - 8.c Playing Field
 - 8.d Village Amenities
9. **Clerk's Report:** Items received after publication of the agenda or for items needing discussion
10. **Correspondence Report:** Items received after the publication of the agenda or for items needing discussion
 - 10.a Thank you card received from a parishioner
11. **Recycle Centre:** to inform
 - 11.a To update the members with the Financial Information for July 2021
 - 11.b To update members with the Health and Safety Risk Assessment
12. **Dinghy Park/Pin Mill**
 - 12.a To update members concerning the Flood Defence Boards
 - 12.b For members to consider approving the work BR6
 - 12.c To update the members concerning the rubbish area at Pin Mill
13. **Neighbourhood Plan**

Cllr Bareham to update the members if necessary
14. **Covid - 19: UPDATE**
 - 14.a To inform members of no expenditure for July 2021
 - 14.b For members to consider the payment of £78.78 for August 2021
 - 14.c To inform members £553.54 left to use
15. **Administration:**
 - 15.a For members to consider the Recruitment Poster
 - 15.b To inform the members that the two outdoor benches are now in place
 - 15.c To inform members that the PC is due to receive £693.76 in grants and the remainder of £550.00 can be allocated out of CIL.
 - 15.d For members to consider approving the Terms of Reference for the Planning Committee 2021 – 2022
 - 15.d For members to consider approving the Terms of Reference for the Planning Committee
 - 15.e To update the members concerning the areas that BDC grass cut in the parish
 - 15.f To update the members concerning footpath 24/25 (Ongoing Issue)
 - 15.g To update members concerning footpath FP7/44/43
 - 15.h To inform members concerning the communication from BDC
 - 15.i For members to consider Cllr Ward investigating Pin Mill Road designated as a Quiet Lane
 - 15.j For members to consider approving any action to parishioners' complaints – St Andrews Drive area

16. Finance:

- 16.a For members to consider approving the CIL 2020 -2021 spend and for the form to be verified
- 16.b To inform members that 1 charity cheque has been returned – Age UK Suffolk – no longer in Suffolk
- 16.c To inform members that £30.00 has been received from Wherstead Parish Council – support for End of Year Accounts (Laptop and Printer)
- 16.d For members to consider approving the costing for the Queens Commemorative Mugs
- 16.e To formally minute that May’s Bank statements have been circulated to the members
- 16.f To formally minutes that June’s Bank Statement have been circulated to members
- 16.g To update members concerning the Playing Field end of year accounts for 2020 -2021
- 16.h For members to consider approving/replying to parishioner letter – grass cutting
- 16.i For members to consider approving replacing the Outdoor Bench Woodlands – Opposite Lings Lane bus stop (Cllr Bareham)
- 16.j For members to consider commissioning an outdoor bench on the green at Collimer Close (Cllr Bareham)
- 16.k For members to consider approving the AED Pads – £300.00 Approx
- 16.l For members to approve the Woodlands Grass cutting Costs (Cllr Dot Cordle excluded from all communication)
- 16.m To inform members that the expenses for June and July 2021 are presented as one month
- 16.n To inform the members the Accounts are still in the queue with SALC. Extension granted from the External Auditor until 27th August 2021.

17. Payments to Consider: August 2021 Payments

A 002387	Covid – 19 Applicant	Grant Awarded	£25.00		£25.00
B 002388	SA Meacock Garden Services	Monthly Garden services	£208.00		£208.00
C 002389	Peninsula Community Play	Grant Award	£500.00		£500.00
D 002390	M and D Cordle	Woodlands Grass Cutting	£200.00	£40.00	£240.00
E 002391	Shotley Odd Jobs	Dog Bin Emptying	£90.00		£90.00
F 002392	Realise Futures	Replacement Outdoor Garden Furniture	£1243.76	£248.75	£1492.51
G 002393	Kirkwells Limited	N/Plan Stage 5	£490.00	£98.00	£588.00
H 002394	Jill Davis	Covid -19 August Expenses 2021	£48.98	£4.80	£53.78
I 002395	Jill Davis	July 2021 Salary	£1066.73		£1066.73
J 002396	Jill Davis	July 2021 Expenses	£70.89	£7.50	£78.39
K DD	Nest Pension	July Pension Payment 2021	£80.45		£80.45
TOTAL:			£4023.81	£399.05	£4422.86

A Cheque number 002387 has already been paid to a parishioner.

**18. The Next Parish Council Meeting:
The next meeting of the Parish Council:
Tuesday 7th of September 2021 at 7.30pm in the Village Hall**

- 19. Temporary exclusion of press and public:** That 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
- 19.a To remind members of the clerk’s holiday dates
 - 19.b To formally approve Covid - 19 Grant
 - 19.c To formally approve Covid – 19 Grant
 - 19.d To update the members with an approved Covid – 19 Grant
 - 19.e To update members with outstanding Covid -19 Applications
 - 19.f For members to consider an application

Jill Davis Parish Clerk

Dated: 29/07/2021