

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 11TH of JANUARY 2022 AT 7.30PM.**

All Committee Members are summoned to attend. Parishioners and members of the public are welcome but we ask you to follow the Covid – 19 Special Hire Conditions listed below.

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

The Parish Council will be following the Covid -19 Special Hire Conditions:

Maintaining social distancing as far as possible

Please use hand sanitisers provided

WEARING A FACE MASK IS NOW MANDATORY (PLAN B) EXEMPT OR A REASONABLE EXCUSE FOR REMOVING IT

The recommended capacity of the Village Hall is 30 persons

There will be a record of attendance for track and trace

No hard copies of agendas or supporting papers will be available – so please bring your own

The doors will be open from 6.30pm (there is a Planning Meeting beforehand) for parishioners and members of the public

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1. **Welcome by the Chairman:**
Plan B is now in place. Face Masks are now Mandatory. Unless exempt or a reasonable excuse for removing it.
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 November 2021: (Cllr Keeble to sign)**
5. **To approve the minutes of the Parish Council Meeting held on the 7th of December 2021: (Cllr David Cordle to sign)**
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. **Correspondence Report:** Items received after publication of the agenda or for items needing discussion

9. Items circulated to the members 06/01/2022
10. **Clerk's Report:** Items received after the publication of the agenda or for items needing discussion
10. Items circulated to the members 06/01/2022
10.a Woodlands Dog bin Repaired
11. **Recycle Centre:** to inform
11.a To update the members with the Financial Information for December 2021
11.b To approve the renewal of the Environmental Agency Certificate (Power to Pay) £105.00
11.c To update the members with the Status of the Grant Requests
11.d For members to consider approving Collins Skip Hire as a replacement for Sackers (AN supports the change)
11.e To update the members with the status of the Fire Risk Assessment
12. **Dinghy Park/Pin Mill:**
12.a To update the members – The footpath contractor is still to clear the dinghies. Date set for the end of January 2022
12.b To update the members with quotations for the scheduled work on Pin Mill Common- still waiting for the quotations.
13. **Neighbourhood Plan:**
13.a Cllr Bareham to update the members with the following:
13.b For members to consider approving the Referendum Communication for the In-Touch magazine
13.c For members to consider supporting the leaflet drop with the Chelplin Plan Steering Group
13.d For members to consider the overtime payment
14. **Covid - 19: UPDATE**
14.a For members to consider approving the monthly Covid -19 Spend £195.70
14.b To update members - £195.70 available
15. **Budget 2022-2023 & Statutory Documents & Precept:**
For members to consider approving the following:
15.a Standing Orders 2021 -2022
15.b Financial Regulations 2021 -2022
15.c Financial Risk Assessment and Management (Chairman and RFO to Sign if approved) 2021-2022
15.d Statement on Internal Control for Year Ending March 22 (Chairman and RFO to sign if approved)
15.e New Donation to Chelmondiston C OF E Primary School £30.00
15.f New Donation to Citizens Advice Ipswich £40.00
15.g New Donation Library Bus £40.00
15.h Existing Charity Donations 11x £40.00
15.i Existing Holbrook Academy Donation £30.00
15.j Grant to Chelmondiston Good Neighbours Scheme £160.00 (recommended by the Finance Advisory Group)
15.k Grant to Chelmondiston Playing Fields Committee £3076.00 (not recommended by the Finance Advisory Group – please see information)
15.l Parish Clerk/RFO Information
15.m The Budget and ring-fenced Reserves
15.n For members to consider approving a separate meeting for the Budget to the Full Council Meeting in January (2020-2021)
15.o Precept amount of £28,170.00
15.p Authority for the Chairman and the RFO to sign the Precept Charging Form for 2022 -2023
16. **Finance:**
16.a To inform members of the Dog/Litter Bin Charges for 2022/2023
16.b To update members with the October Bank Statements 2021
16.c To update members with the November Bank Statements 2021
16.d For members to approve the Emergency Work Required FP32 (Emergency Powers Power to Pay)
17. **Payments to Consider: January 2022 Payments**

A 002438	Sackers	Skip Collection	£633.66	£126.73	£760.39
B 002439	Chelmondiston Village Hall	Room Hire	£40.00		£40.00
C 002440	Jill Davis	Covid -19 January 2022 Costs	£50.49	£2.40	£52.89
D 002441	Jill Davis	December 2021 Salary	£1066.73		£1066.73
E 002442	HMRC	Quarter 3 Payment	£479.43		£479.43
F 002443	Peninsula Tree Services (Power to Pay)	Emergency Work Footpath 32	£45.00		£45.00
G 002444	Jill Davis	December 2021 Expenses	£186.73	£7.58	£194.31
H 002445	Peninsula Tree Services	Annual Tree Survey 2021	£75.00		£75.00
I DD	Government Nest	December 2021 Pension Payment	£80.45		£80.45
		TOTAL:	£2657.49	£136.71	£2794.20

18.

**The Next Parish Council Meeting:
The next meeting of the Parish Council:
Tuesday 01st February 2022 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 For members to approve the Covid -19 Payment Award

Jill Davis Parish Clerk

Dated: 06/01/2022