

Chelmondiston Parish Council

Chairman: Cllr. David Cordle

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

A Meeting of **CHELMONDISTON PARISH COUNCIL** will be held in **THE VILLAGE HALL** on **TUESDAY 2ND OCTOBER 2018** at **7.30pm**. All Parish Councillors are summoned to attend and all parishioners are invited.

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 Chairman** and to receive and consider **Apologies for Absence**
2. **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.
3. **Minutes of the Meeting:** to agree minutes of the meeting held on **11TH SEPTEMBER 2018**.
4. **Public Participation Session:** for the public to talk to Cllrs about items on the agenda **AND** to receive **Reports** (if available) from:
 - a) **County Councillor:**
 - b) **District Councillors:**
5. **Reports From: Committees/Representatives of other Committees/Groups/Meetings:** to receive **reports and proposals/requests** and to take **any action** deemed necessary.
 - a) **Planning Committee:** to report
 - b) **Village Hall:** to report
 - c) **Playing Field:** to report
 - d) **Village Amenities:** to report
 - e) **Housing Needs – WG:** to report
 - f) **Other:** to report
SALC Meeting
Website Training
6. **Clerks Report:** and to consider any action necessary
 - a) **Updates:** report from previous meetings
Grit Bin
Insurance
 - b) **Laptop:** to update
Technical issues
 - c) **Traffic Regulation order:** to inform
 - d) **Projector:** to update
£100.00 received
 - e) **Clerks/Councils Direct:** to inform
Publication for Councillors
 - f) **Centenary Event:** to update
 - g) **Police and Parish Forum:** to update
 - h) **Bonfire date:** to inform
 - i) **Memorial Bench:** to approve
Repair of Bench
 - j) **Annual Tree Survey:** to approve
7. **Correspondence:** to take any action deemed necessary on correspondence received
8. **SALC Information** to inform
Councillor Workshop
The Local Councillor Publication
9. **2019 Parish Council/Planning meetings:** to approve
10. **Standing Orders:** to approve
Updated August (NALC) 2018
11. **Review Model Publication Scheme:** to approve
An annual Review
12. **Policy and Procedure for Handling Requests for Information:** to approve

-
13. **Recycling Centre:** to update
Financial Information
14. **Pin Mill Bay Management CIC:** to update
Meeting to Participate
15. **Pin Mill: Dinghy Park/Grindles:** to receive reports and to take any action deemed necessary
Removed Dinghies
16. **Pin Mill Toilets:** to update
Meeting with Babergh
Meeting with healthmatic
17. **Consultations:** to inform
Gambling Act 2005 Amendments
18. **Environment Agency Feedback:** to inform
FCERM Feedback
19. **Financial Matters:**
- 19.1 **Budget 2019- 2020:** to remind
Council's agenda/plans
- 19.2 **External Auditor Report:** to inform
For Year Ending March 2018
- 19.3 **Internal Auditor:** to update
Outstanding issues
- 19.4 **Statement of Accounts:** to inform
April – August 2018
- 19.5 **RFO's Monthly Report:** September's 2018 Bank Reconciliation
- 19.6 **To Consider Payments to:** and other invoices arriving after the posting of this agenda
- | | |
|---|---------|
| a) 2063 Robert Bareham: Councillor Training | £23.40 |
| b) 2064 Jill Davis: September Salary | £742.22 |
| c) 2065 Jill Davis: September Expenses £127.89 [£14.60] | £142.49 |
| d) 2066 Sackers: Village Hall Payback Team £209.00 [£41.80] | £250.80 |
| e) 2067 Sackers: Recycling Cost £588.76 [£117.75] | £706.51 |
| f) 2068 Mr Derek Davis: Parish Council Vacancy Advertisement | £40.00 |
| g) 2069 BDC: Annual Brown Bin | £50.00 |
| h) 2070 PKF: External Auditor Fees £200.00 [£40.00] | £240.00 |
| i) 2071 Glasdon: Grit Bin £99.45 [£19.89] | £119.34 |
| j) 2072 SA Meacock: Monthly Garden service | £72.50 |
| k) 2073 SALC: Budgeting Workshop £29.00 [£5.80] | £34.80 |
| l) 2074 HMRC: National Insurance Contributions Month 5 | £90.88 |
| m) 2075 HMRC: National Insurance Contributions Month 4 | 79.40 |

TOTAL: £2592.34

20. **The Next Parish Council Meeting:**
Tues 6th NOVEMBER 2018 at 7.30pm in the Village Hall.
21. **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
- Employment Matters – (Overtime Dinghy Warden) Parish Council:** to approve
Jill Davis – clerk@chelmondistonpc.info 01473 780159

27th September 2018.
