

# 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 Meeting of **CHELMONDISTON PARISH COUNCIL** will be held in **THE VILLAGE HALL** on **WEDNESDAY 15<sup>th</sup> MAY 2019** 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. **Election of Chairperson Chairman for 2019-2020:** and to sign Declaration of Acceptance of Office
2. **Apologies for absence:** to receive and consider 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. **Minutes of the Meeting:** to agree minutes of the meeting held on **2<sup>nd</sup> April 2019**.
5. **Co-option Vacancy:** to consider application
6. **Legal Documents for Members:** to approve  
Declaration of Acceptance of Office, Register of Members' Interests, Application for Dispensation, General Data Protection Awareness Checklist and Method of service of Summons.
7. **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:**
8. **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 update
  - b) **Village Hall:** to update
  - c) **Playing Field:** to update
  - d) **Village Amenities:** to update
  - e) **Other**
9. **Clerks Report:** and to consider any action necessary
  - a) **Babergh East and Parish Forum:** to approve  
2019 Meeting Dates - Clerk
  - b) **Clerk's Report/Correspondence:** to inform  
01/06/2019
  - c) **Printer:** to approve  
Purchase of the Printer 3
  - d) **Post Office:** to update  
Proceed to Hollingsworth's
  - e) **Complaint:** to inform  
Pin Mill
  - f) **Clerk's Holiday:** to inform  
10<sup>th</sup> June 1 week
  - g) **Pin Mill Road:** to discuss  
Bank
  - h) **Annual Meeting of the Parish/Village:** to inform  
Agenda distributed
  - i) **Concern from a resident:** to inform  
Please see item 17
10. **Correspondence:** to take any action deemed necessary on correspondence received
11. **New Committee/Groups:** to approve
12. **Neighbourhood Plan Working Party:** to consider  
Approval from the Parish Council
13. **Neighbourhood Plan Terms of Reference:** to approve

14. **Neighbourhood Plan:** to inform  
Meeting 04/04/2019
15. **SCC Highways:** to inform  
Schedule. Payment £464.60
16. **Election of Vice Chairperson for 2019 – 2020:** to approve
17. **Election of Committees and Groups:** to consider  
Planning Committee, Advisory Finance Group, Village Amenities Monitor, Pin Mill Monitor, Community Emergency Pan, Website, Policy Committee and Annual Accounts
18. **Election of Parish Council Representatives:** to consider  
Playing Field, Primary School, Village Hall, Pin Mill May Management Community Interest Group, SALC, Multi Action Group Pin Mill and Babergh East Police and Parish Forum.
19. **Pin Mill/Dinghy Park:** to inform  
Issued 30 Permits  
17 Outstanding. 1<sup>st</sup> June Permit increase to £25.00
20. **Recycle Centre:** to consider  
Financials  
New Lease
21. **Pin Mill Multi- Agency Group:** to update  
Cllr Stanley 16/04/2019
22. **Financial Matters:**
- 22.1 **RFO's Monthly Report:** April's 2019 Bank Reconciliation
- 22.2 **CIL:** to inform  
Payment of £11,413.09 Received (5 years to spend)
- 22.3 **Suffolk Annual Preservation Society:** to approve  
£30.00 approved in the budget 2019-2020
- 22.4 **Tennis Court Payment:** to consider  
Playing Field £325.00
- 22.5 **SALC Annual Subscription:** to approve  
£399.27 in the budget 2019-2020
- 22.6 **Annual Mileage Allowance:** to approve  
£0.45p per mile (Government allowance)
- 22.7 **Annual Meeting of the Parish/Village:** to approve  
£50.00 (2019 – 2010 budget)
- 22.8 **To Consider Payments to:** and other invoices arriving after the posting of this agenda
- |   |                  |
|---|------------------|
| a) 2142 Boast about the Garden: (Pre-Payment) 20% Deposit | £870.00          |
| b) 2143 SALC: Annual Subscription                         | £399.27          |
| c) 2144 SALC: Publications £9.00 [0.40]                   | £9.40            |
| d) 2145 Ross Peters: Repair of memorial bench Pin Mill    | £200.00          |
| e) 2146 Chelmondiston Methodist Church: Room Hire x2      | £30.00           |
| f) 2147 Jill Davis: April's Salary 2019                   | £1039.24         |
| g) 2148 Jill Davis: April's Expenses £123.66 [£8.65]      | £132.33          |
|   | <b>£2,680.24</b> |
23. **Annual Account 2018-2019 (Annual Return):** to approve  
A) 2018 – 2019 Section 1 Annual Governance Statement. Chairman and Clerk to Sign  
B) 2018 – 2019 Bank Reconciliation. Chairman and Clerk to Sign  
C) 2018 – 2019 Section 2 Accounting Statements. Chairman and Clerk to Sign
24. **The Next Parish Council Meeting:**  
**The next meeting of the Parish Council Wednesday: 04<sup>th</sup> June 2019 at 7.30pm in Village Hall.**
25. **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
- Correspondence Matters:** to consider

Jill Davis – [clerk@chelmondistonpc.info](mailto:clerk@chelmondistonpc.info) 01473 780159

Dated: 10<sup>th</sup> May 2019