

# 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 **TUESDAY THE 1<sup>ST</sup> OF OCTOBER 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. **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 3<sup>rd</sup> of September 2019:**
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. **Reports From: Committees/Representatives of other Committees/Groups/Meetings:** to receive **reports and proposals/requests** and agree any actions needed:
  - 7.a Planning Committee
  - 7.b Village Hall
  - 7.c Playing Field
  - 7.d Village Amenities
  - Jubilee Furniture (Cllr Roberts) – to consider
  - 7.e Pin Mill Multi-Agency
  - 7.f Climate and Ecological Emergency Working Party
8. **Clerk's Report:** Items received after publication of the agenda
9. **Correspondence:** Items received after the publication of the agenda
  - 9.a Correspondence letter for members to consider
10. **Pin Mill:**
  - 10.a to inform the members of the email received in relation to the houseboats
11. **Recycle Centre:**
  - 11.a To inform the members of September's financial information - supporting paper
  - 11.b To inform the members of the process re the lease
12. **Neighbourhood Plan:**
  - 12.a Notes from the meeting held on Thursday the 5<sup>th</sup> of September 2019 (circulated to members)
  - 12.b Cllr Ward to update the members with the progress
  - 12.c To approve the payment of £1960.00+VAT Stage 2
13. **Act of Remembrance 2019:**

For members to consider the process for this year  
For members to consider 'laying of the wreath'
14. **Parish/Planning Dates for 2020:**

For members to consider the dates for 2020
15. **Bylam Wood:**

Chairman to update the members with the progress
16. **Consultation:**

Members to consider a response to the Independent Review Local Government – 15/10/2019
17. **Dates for the Diary:**
  - 17.a Babergh East Police and Parish Forum – Chelmondiston Village Hall 9<sup>th</sup> of October 7.30pm (agenda to be confirmed)
  - 17.b Suffolk Local Authorities Parish Engagement – Stowmarket 15/10/2019 9.00-12.30
  - 17.c Cllr Bareham will attend SALC's AGM 26/11/2019

**18. Finance and Administration:**

- 18.a To update the members with the Monthly financial Report for September
- 18.b To discuss transfer of Recycle Centre Funds (50%) to the general reserve pot (Cllr Roberts)
- 18.c To inform members of an allocation of S106 Funds £2,948.00 (October 2019/April2020)
- 18.d To consider the renewal of Clerks & Councils Direct £12.00 per annum
- 18.e To approve the External Auditor Invoice
- 18.f To approve the room hire of £20.00 (Climate & Ecological Emergency Working Party)
- 18.g To consider the costing for the Solicitor re Bylam Common (the budget was reset at September's meeting to include this) £1,000.00
- 18.h To inform members of the External Auditor's Report for 2018-2019
- 18.i To consider further funding for meeting rooms for the working party £60.00 (3 meetings)

**19. Payments to Consider:**

a. 2188 Chelmondiston Methodist Church: Room Hire	£20.00
b. 2189 SA Meacock Garden Services: Monthly Garden Services	£208.00
c. 2190 St Andrew's Church: Room Hire	£25.00
d. 2191 Kirkwells Limited: Stage 2 Neighbourhood Plan £1960.00 [£392.00]	£2352.00
e. 2192 Rob Bareham: Travel expenses	£37.80
f. 2193 Jill Davis: September's Salary	£996.39
g. 2194 CAS: Annual Insurance £455.00 [£54.60]	£509.60
h. 2195 SACKERS: Skip Costs £585.70 [£117.14]	£702.84
i. 2196 Jill Davis: September Expenses	£49.08
j. 2197 PKF Littlejohn: External Auditor Costs £300.00 [£60.00]	£360.00
k. 2198 HMRC Paye: Month 4	£108.15
l. 2199 HMRC Paye: Month 5	£108.15
m. 2200 HMRC Paye: Month 6	£108.15

**TOTAL: £5585.16**

**20.**

**The Next Parish Council Meeting:**

**The next meeting of the Parish Council: Tuesday 5<sup>th</sup> of November at 7.30pm in the Village Hall.**

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

**Dated: 26<sup>th</sup> of SEPTEMBER 2019**