

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 THE 3RD OF MARCH 2020** 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. **Apologises 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 4TH of FEBRUARY 2020:**
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 considerations and agree any actions needed:
 - 7.a Planning Committee
 - 7.b Village Hall
 - 7.c Playing Field
 - 7.d Village Amenities
 - 7.e Pin Mill Multi-Agency
 - 7.f Climate and Ecological Emergency Working Party:
 - 7.f1 For members to consider the proposal of Declaring a Climate and Ecological Emergency (Cllr Stanley)
8. **Clerk's Report:** Items received after publication of the agenda or for items needing discussion
9. **Correspondence:** Items received after the publication of the agenda or for items needing discussion
10. **Community Payback Team:**
 - 10.a To formally thank members of the parish
 - 10.b To update members with costings year to date.
11. **Recycle Centre:**
 - 11.a To inform the members of February 2020 financial information
 - 11.b For members to consider the three quotes – Health and Safety Risk Assessment
 - 11.c For members to approve the prepayment for the Health and Safety Risk Assessment (pending approval in relation to 11.b)
12. **Neighbourhood Plan:**

To update the members if applicable
13. **VE Day and VJ Day 75th Anniversary and War Memorial:**
 - 13.a To update members with the events for the VE/VJ Anniversary (Chelmondiston/Shotley Parish Council)
 - 13.b For members to consider involving St Andrews Church re Church Service, laying of a wreath.
 - 13.c For members to consider a Councillor laying a wreath 8th or 10th of May
14. **Dinghy Park/Pin Mill:**
 - 14.a For members to consider the contact information, receipt and application form for the 2020 Season
 - 14.b For members to consider the Permit Holder Agreement for the 2020 season
 - 14.c For members to consider approving the printing of the labels £170.00 (budget)
15. **Finance and Administration:**
 - 15.a To update the members with the bank balances for February 2020
 - 15.b To formally minute – members receive monthly Bank Statements
 - 15.c For members to consider instructing the solicitor in relation to Pin Mill Common and Pages Common
 - 15.d For members to consider purchasing the Data Protection Box' for £50.00
 - 15.e For members to consider approving the Litter Pick Poster
 - 15.f For members to consider support needed for the refreshments at the annual meeting of the parish.
 - 15.g For members to consider approving the Asset Register for 2019-2020

16. Dates for the Diaries:

To inform members of the following:

Police and Parish Forum AGM – Hadleigh Leisure Centre 22/04/2020

17. Employment Matter:

17.a To update the members with Clerk's annual leave entitlement for 2019 - 2020

17.b For members to approve Clerk's annual leave for 2020 - 2021

18. Payments to Consider: February 2020

AUTHORISATION FOR 04/02/2020:

A 002230– Jill Davis – February's Expenses £187.75 [£4.97]	£192.72
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B 002231 – Jill Davis – February's Salary	£996.39
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C 002232 – Sackers – Skip Hire £1080.03 [£216.00]	£1296.03
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D 002233 – SALC – Preparing Audit Training £20.00 [£4.00]	£24.00
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TOTAL:	£2509.14
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Jill Davis Parish Clerk

Dated:

27/02/2020