**Chelmondiston Parish Council**

Chairman: Cllr Rosie Kirkup

Parish Clerk: Ms Katie Davies e-mail: [**clerk@chelmondiston-pc.gov**](mailto:clerk@chelmondiston-pc.gov)

A Meeting of **CHELMONDISTON PARISH COUNCIL** will be held IN THE VILLAGE HALL on **TUESDAY the 7th of January 2022 AT 7.30PM.**

All Council Members are summoned to attend. Parishioners and members of the public are very welcome.

**AGENDA**

The Council, members of the public and the press may record/film/photograph or broadcast this meeting when the public and the press are 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**
2. **Apologies for absence:** to receive and approve apologies for absences.

**2a:** Councillor vacancy

1. **Declarations of Interest**:

**3a**: to receive declarations of pecuniary and non-pecuniary interest(s) in items on the agenda and their nature including gifts of hospitality exceeding £25.

**3b:**  to receive requests for dispensations.

1. **To approve the minutes of the Parish Council Meeting held on the 3rd December 2024.**
2. **Public Participation Session:** For the public to talk to the Councillors about items on the agenda.

1. **Reports:** to receive reports from the County Councillor and the District Councillor:

**6a**. County Councillor Report

**6b**. District Councillor Report

1. **Reports From: Committees/Representatives of other Committees/Groups/Meetings:** to receive reports/proposals/requests and considerations and agree on any actions needed:

**7a**: Village Hall

**7b**: Playing Field *- Dog waste bin broken, requires new post.*

**7c**: Footpaths *– Bridleway 27 Resurfacing Grant*

**7d**: School.

**7e**: Website

**7f**. Other.

1. **Chelmondiston village amenities:**

**8a:** Car Park

**8b:** Speed Indication Devices for Main Road

**8c:** Jubilee Garden

**8d:** Bus shelter *- Hand rail replacement*, *Replacement litter bin*

**8e:** Other – *Quotation for removal and replanting of tulip tree.*

1. **Pin Mill:** Update on Pin Mill matters:

**9a:** Dinghy Park

**9b:** Flood Defences – *Inspection, Contract for Maintenance?*  
**9c:** Other – *Contract for emptying new dog bin footpath 51*

1. **Pin Mill Regeneration Plan:**

**10a:** Date for Public Meeting

**10b:** Report from working party.

1. **Recycling Centre**

**11a:** Financial position.   
**11b:** Waste Carrier Licence

**11c:** Any other issues.

1. **Planning:**
2. **Correspondence Report to note or to consider a response:**

**13a:** Babergh and Mid-Suffolk Councils briefing note

**13b:** National Landscape Community Grants

1. **Finance To Receive update on Finance Matters  
   14a:** Bank reconciliation.

**14b:** To assign Internal Auditors.  
**14c:** Approve budget 2025-2026

**14d:** External Audit for year 2023-24, update.

**14e:** Approve granting RFO access to the Council’s bank accounts.

1. **Policy Review**
2. **The Parish Alliances**
3. **Payments**

To consider and approve the following payments including any invoices received since the publication of the agenda for expenditure approved in the 23-24 Budget.

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| --- | --- | --- | --- | --- | --- | --- | --- |
| No. | PAYEE | INV. DATE | INV. NO | DETAILS | AMOUNT |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 1 | Jane Every | 31.12.24 | payroll | December hours payment | tba |
| 2 | Katie Davies-Picknell | 31.12.24 | payroll | Tba | tba |
| 3 | HMRC | 05.01.25 | 3rd quarter | Employer's National Insurance payment | £12.35 |
| 4 | Hol-Tech Fencing | 10.12.24 | 021224/56 | Handrail replacement at bus shelter Chelmo | £450.00 |
| 5 | DC Gardens | 06.12.24 | 6 | Jubilee Garden maintenance visit | £54.00 |
| 6 | Hary King & Sons Ltd. | 16.12.24 | 7936 | Remove and replace wire and shackle P.Mill | £138.00 |
| 7 | Shotley Odd Jobs | 05.12.24 | 68 | Dog bin emptying, Pin Mill 10 visits | £150.00 |
| 8 | Glasdon UK Ltd. | 20.12.24 | RC27118222 | New Dog Bin for Pin Mill behind PMSC | £153.82 |
| 9 | Collins Skip Hire | 20.12.24 | 270714 | Green waste skip removal | £358.08 |
| 10 | Chris Price | 14.12.24 | …2110702 | Recycle Centre cameras data renewal x2 | £69.98 |

**Katie Davies** Parish Clerk