

**MINUTES OF THE CHELMONDISTON PARISH COUNCIL MEETING HELD IN THE
METHODIST HALL ON TUESDAY 10th JANUARY 2017 AT 7.30pm**

Present: *Councillors:* David Cordle, R Kirkup, A Fox, M Stevens, C Keeble, J Hawkins, D Barwick, Dot Cordle and J Hammond.

In attendance: Fran Sewell - Parish Clerk

Public: SCCllr David Wood, DCllrs Derek Davis & Peter Patrick and 4 members of the public.

Abbreviations: **Cllr:** Councillor. **PC:** Parish Council. **BDC:** Babergh District Council. **SCC:** Suffolk County Council. **B/MSDCs:** Babergh /Mid Suffolk District Councils. **CAS:** Community Action Suffolk.

PMBMCIC: Pin Mill Bay Management Community Interest Company. **SALC:** Suffolk Association of Local Councils. **LCPAS:** Local Council Public Advisory Service **CEP:** Community Emergency Plan.

VDF: Village Development Framework. **RoW:** Rights of Way

The Council and members of the public were reminded by notice that they may record/film/photograph or broadcast the meeting when the public and the press were not lawfully excluded.

1. **Welcome by Chairman:** *Cllr David Cordle*, as Chairman opened the meeting at 7.30pm and welcomed everyone. **Apologies for Absence** were received from Cllr Deacon and were accepted.

2. **Dispensations:** *to consider requests AND Declaration of Interests: to receive Pecuniary and Non-Pecuniary Interests from Cllrs on items to be considered at this meeting.*
There were no dispensations. Cllr Dot Cordle declared a *pecuniary interest* in **Item 13.3 g)** for reimbursement of expenses.

3. **Minutes of the Meeting:** *to agree minutes of the meeting held on 6th December 2016*
The minutes were taken as read and were agreed to be a true record by those who had been present. The Chairman was given the authority to sign.

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:** *David Wood* had little to report - * *Natural England* would be consulting on extending the AONB. Although this would not affect Chelmondiston directly, the Council and the public were encouraged to support the proposals. **The County budget* would be set shortly. * *David* gave his apology as he would be unable to attend the February meeting.

b) **District Councillors:** **Peter Patrick* reported that BDC had resolved to introduce a Leader-Cabinet form of governance, which would be effective, possibly from May 2017. It was his view that decisions would be made more promptly; there would be a greater degree of openness and accountability. The move of staff to the Ipswich offices would hopefully be completed by the autumn. The new CEO was now in role. Due to government grants being cut there would still be stringent financial constraints and the authority would have to raise money by other means.

**Derek Davis* held a different view of the authority's situation. Not all the staff were happy with the proposed move to Ipswich. He gave high praise to the Communities team at BDC, dealing with tourism amongst other things. The Shotley Pier group had received a conditional offer of £100,000 [with match funding].

The Chairman brought forward Item 12i) for the benefit of the public; 4 directors of the PMBMCIC who were invited to speak.

12. i) **Pin Mill Parking**

Members of the PMBMCIC voiced their concerns regarding illegal parking on the Common adjacent to the jetty and the concreted seating area. The parking, by contractors working on boats moored to the adjacent jetty and by visitors, was hindering members of Kings Boatyard, as on occasions they were unable to get the boat trailers through. The jetty was under the management of the PMBCo.

A lengthy discussion followed. The Chairman reported that Mrs Curtis (Kings) had emailed the Clerk with their concerns, which had been forwarded to all Cllrs. Mr Curtis (present) also complained about parking on the double yellow lines. It was pointed out that this was a police matter and it had been reported to the police on numerous occasions.

Clerk advised that there was an East Babergh Police and Parish Forum (public) meeting on 18th January at East Bergholt, which members could attend and voice their grievances. She would write to the police.

Mr Curtis confirmed that a considerable amount of damage had been caused to the public toilets by the owners of the barge lighter that he said was illegally moored on the Hard, in order to obtain water. The Police had been informed and they had investigated.

The Clerk questioned, if they knew the culprits, why hadn't they been prosecuted?

The Chairman thanked them for their comments and the meeting was reopened.

Cllr Kirkup suggested installing 2 *No Parking* signs and monitoring the situation, with a view to taking the signs down at a later date, if the situation improved.

Proposal: to erect 2 *No Parking* signs in the area.

Proposed: Cllr A Fox **Seconded:** Cllr M Stevens **Vote:** all in favour
Clerk to order. Clerk would write to both boatyards.

SCCllr Dave Wood stood to take his leave. The Clerk thanked him on behalf of the PC for his donation of £400 from his Locality Budget, which would go towards the cost and installation of an outside cabinet for the defibrillator.

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 Cttee: report on 20/12/16 & 10/01/17

20/12/2016 meeting (See full planning minutes)

APPLICATIONS

B/16/01606/FHA - 'Samphire', Shotley Road, Chelmondiston, Ipswich IP9 1EE

Erection of a two-storey rear & side extension AND extension of roof form at second floor level to facilitate loft conversion. (Amended design to approved P.P. B/16/00430)

The Cttee recommended SUPPORTING the amended application.

B/16/01435/ADV - National Trust Woodlands, Pin Mill, Chelmondiston, Ipswich IP9 1JW

Application for Advertisement Consent. Erection of 2no. Site map boards.

The Cttee were not prepared to support the application. They questioned the need for oversized advertising boards, as there were existing National Trust signs in both areas. The National Trust is also mentioned on the Suffolk Coast & Heath boards situated by the Pin Mill car park.

B/16/01663/ - The Black House, Pin Mill Road, Chelmondiston, Ipswich IP9 1JN

Erection of single storey studio/annexe.

Re Policy HS35: it is questionable whether the additional accommodation could not be provided by an extension to the main dwelling.

Re Policy CN08: Within this Conservation Area and the AONB in such a prominent position, it would certainly be an overly dominant addition with an adverse impact on the street scene and would be out of keeping with the prevailing pattern of development. It would leave a very limited parking area, which would be in danger of leading to even more obstruction to the main FP50, which is a critical amenity path to houses at Pin Mill during high tides.

For these reasons the Cttee OBJECTED to the proposal.

B/16/00694/OFDW - Little Barnes Nursery, Shotley Road, Chelmondiston, Ipswich IP9 1EE

Notification under Part 3 or the Town & country planning (General Permitted Development)

(Amendment) (England) Order 2013 - Change of Use of Class B1(a) offices to Class C3 dwelling house. Appeal made to Secretary of State for Environment

Planning Inspectorate Reference No: APP/D3505/3156779

Clerk was asked to write and send previous recommendations to the Inspectorate.

DECISIONS

B/16/01306/ AND B/16/01307/ - Longwood Cottage, 7 Richardson's Lane, Chelmondiston IP9 HP

Erection of single-storey side extension. P.P. had been granted by BDC.

B/16/01423 – Land North of Broom (England) Order 2015.

Erection of battery cabinet within the existing telecommunications compound. GRANTED by BDC

10/01/2017 meeting (See full planning minutes)

APPLICATIONS

B/16/01719/FUL – Foresters Arms, Main Road, Chelmondiston, Ipswich, IP9 1DY

Erection of building comprising of 3 terraced dwellings (following demolition of existing building)

The Cttee recommended REFUSAL on a number of issues.

* There was no recent 'change of use' application. * The property was not outside of the AONB, as stated in the Design Statement. *The style, size, especially the height and materials of the proposed properties were not in keeping with the adjacent and adjoining properties but would be more suited to an urban environment. * First floor balconies overlooking neighbouring gardens. * There is no need in the village for any more 4/5 bedroom houses.

Concerns were raised about boundaries and land levels in relation to adjoining gardens and over the stability of the party wall following internal demolition works.

B/16/01696/FHA – Haven End, 1 Richardson Lane, Chelmondiston, Ipswich, IP9 1HP*Erection of 2-storey side extension front extension & detached single garage.*

The Cttee recommended SUPPORTING the application.

B/16/01698/FHA – Mill Farm House, Wades Lane, Chelmondiston, Ipswich, IP9 1EG*Erection of 2-storey side extension and first floor balcony & erection of two-bay cartlodge with attached gym.* The Cttee recommended SUPPORTING the application.DECISIONS**B/16/01435/ADV - National Trust Woodlands, Pin Mill, Chelmondiston***Application for Advertisement Consent. Erection of 2no. Site map boards.* GRANTED by BDC**B/16/01100/ROC – Jetty, Foreshore, Pin Mill, Chelmondiston, IP9 1J** - Application under S. 73 of the Town & Country Planning Act (1990) to vary condition 01 attached to P.P. B/14/01403/FUL – to enable 1no. holiday charter barge to be moored to jetty. REFUSED by BDC

- b) **Village Hall:** No report available
- c) **Playing Field:** There would be one more football match this season. The Cttee was looking at new play/keep fit equipment. Cllr Hammond commented that there were no table tennis balls with the table. It was considered that the Cttee could not always provide the balls and advised that people could bring their own.
Re: *Shared Access* – telecommunication mast. Following planning permission granted to Telefonica for a mast off Lings Lane, Shared Access said they would keep the playing field on their data base, so if another operator at some point in the future was looking for a site, this would be flagged up.
- d) **Footpaths, Trees & Hedgerows:**
- i) Pollarding tree on the Common: *To consider quote.*
Proposal: to accept the quote of £75.00 from *Peninsula Tree Services.*
Proposed: Cllr R Kirkup **Seconded:** Cllr Dot Cordle **Vote:** all in favour
Peninsula Tree Services had also submitted a quote for a full Risk Assessment for PC trees, to be carried out during the 2017-18 financial year. It would then be two years since the last full assessment. The PC had been given a concessionary rate, for which the PC was very grateful.
Proposal: to accept the quote of £150.00 from *Peninsula Tree Services* for the full Risk Assessment of the PC's trees.
Proposed: Cllr J Hammond **Seconded:** Cllr D Barwick **Vote:** all in favour
- ii) Footpath grass cutting: *volunteers update.*
Cllr Kirkup had spoken with a resident who was keen to help with the footpaths. He would attend the next footpaths meeting in February.
- e) **Village Amenities:** *Asset maintenance review/ update*
Cllr D Barwick agreed to take over checking the assets (street furniture etc), as Steve Chicken had now left the Council.
- f) **Housing Needs -WG:** *Update* – It was understood that Hastoe Housing Association (Isabel Wright) had visited the suggested sites. Clerk had hoped for a report and would push for a meeting as soon as possible.
6. **Clerk's Report:** *and to consider any actions necessary*
- i) **Updates - report from previous meetings**
***BDC/MSDC:** *Street Name & Numbering Service.* Names to be submitted following the Annual Parish Meeting.
***Lobbying** – *Dependence Carer's Allowance:* PC has supported.
***Suffolk CC:** *Suffolk Minerals & Waste Local Plan - Issues & Options Consultation.* Clerk has responded with concerns as to proposed closure of the land fill site at Foxhall Rd.
- ii) **CAS:** *Volunteers & the Law* – 17/01/2017 – Clerk to attend.
- iii) **SpeedWatch:** *Andrew Sterling's report* – 3 residents have received training at the Hadleigh Police Station. Once sites have been approved PC Chris Garrod or a member of the Woolverstone group will supervise their 'first go'. Currently the Chelmondiston group have 4 members as 2 have since dropped out. They hope to expand on this number when it is up and running. They have yet to arrange times and sharing periods with Woolverstone.
- iv) **Babergh East Police and Parish Forum:** Meeting to be held at 7:30pm Wednesday 18th January 2017 at East Bergholt Sports Pavilion.
- v) **New Cllr Training:** organised by Holbrook PC but carried out by SALC.
12th, 19th, 26th January and 2nd February from 1900 to 2100 at the Peninsula Sports Centre, Holbrook.

Cllr Barwick will try to attend. Cllr Hammond will check her dates.

Session one – Roles and responsibilities.

Session two – Powers, duties and precept

Session three – Management and meetings.

Session four – Council and the community

7. CORRESPONDENCE: *to take any action deemed necessary on correspondence received.*

7.1 BDCMSC: Register of Interests (RoI) – Cllrs' RoI will now be dealt with by the Support Services Team.

7.2 Suffolk CC: Temporary Traffic Order (DCA) – Church Road closure (outside no. 3) for a new water connection. 22nd February to 24th February 2017.

7.3 James Cartlidge MP: Constituency Surgery – Brantham Village Hall 3rd February 2017. The PC is asked to inform parishioners and to give contact details for appointments.

7.4 East Anglian Air ambulance (EAAA): letter/ report requesting a donation.

7.5 Tim Passmore (TP) Police Commissioner: Police Review Consultation – Thanking the PC for their comments. TP understands the PC's perspective and improving police visibility is an item that has been raised several times.

* **Fair Share for Suffolk** – Looking for support to lobby Government for a fairer share of funding for policing within the county. Encouraged to support.

8. Parish Council Vacancy: *due to resignation of Cllr S. Chicken*

This resignation letter had been forwarded to all members. Clerk had notified BDC and official notices had been displayed since 20th December 2016. Notices also requested that anyone interested in being co-opted should notify the Clerk, as soon as possible. 12th January 2017 was the latest date for an election to be called. If called, an election would take place on 16th March 2017. If an election was not called, the PC would be advised to co-opt, as soon as possible.

9. Pin Mill Bay Management CIC: *update on meetings and to discuss a way forward.*

Clerk confirmed that a further selection of dates had been given to BDC for a January meeting but were discounted. Another set of dates had been sent for February and Clerk had received an invitation to attend on 6th February. The PMBCo had received an invitation and the Company's representatives would endeavour to attend.

A letter had been received from the Company notifying the PC of the resignation of the Houseboat representative from the Board of the Company. As written in the Company's Memorandum and the Articles of Association, it is for BDC and the PC to determine the method of appointment.

Proposal: to write to all houseboat residents informing them of the vacancy and inviting them to contact the Clerk if they were interested.

Proposed: Cllr A Fox **Seconded:** Cllr C Keeble **Vote:** all in favour.

The Pin Mill Bay Company Directors left the meeting. The Chairman thanked them for attending.

10. Defibrillator: *update*

10.1 Purchase of external cabinet and Locality grant.

Clerk had obtained several quotes for cabinets. The PC had been awarded £400 from SCCllr Dave Woods's Locality Budget to go towards the cost and the installation of the cabinet. A discussion followed whether the cabinet should have a digital lock or a mechanical handle.

Proposal: to accept the quote of the Defib Company of £595 +VAT for a stainless steel digital lockable cabinet.

Proposed: Cllr D Barwick **Seconded:** Cllr M Stevens **Vote:** all in favour

10.2 to consider a Custodian

The Clerk suggested asking a local resident to check the defibrillator on a weekly or monthly basis. A discussion followed and Cllr Stevens agreed to contact a resident who had nursing experience. He would get back to the Clerk.

11. Recycling Centre: *to consider reports and to take any action deemed necessary*

No report available.

12. PIN MILL: Dinghy Park/Grindles: *to receive reports - to take any action deemed necessary*

i) **Parking:** *update and to discuss a way forward*

The main discussion had been moved to **Item 4 - Public Participation.**

Proposal: to thank Mrs Curtis for her email and to send a short reply, as the matter had been discussed with Mr Curtis present, during the Public Participation session.

Proposed: Cllr A Fox **Seconded:** Cllr J Hammond **Vote:** all in favour

ii) Chelplin Projects – request to use the Common for events and a Memorial request.

A request had been received for permission to hold two events on Pin Mill Common.
1/ - 13th May 2017 to celebrate the 50th anniversary of the death of Arthur Ransome.

2/ - 8th August 2017 (4pm – 8pm) – a Harvest Picnic.

The PC had no objections and the Clerk would respond accordingly.

Memorial request: The Group would like to install a bench on the Common in memory of Nina Jillings and Mary Williams. Both residents had contributed enormously to this parish over many, many years. A discussion followed.

Proposal: to permit one of the benches (in disrepair) to be replaced by the new seat.

Proposed: Cllr C Keeble **Seconded:** Cllr M Stevens **Vote:** 7 in favour 2 against
Clerk to suggest the bench could be ordered from Genesis, a local firm.

iii) S A Meacock Garden Services: Grass cutting quote - 2017-18

Proposal: to accept the quote for Pin Mill Common grass cutting, to include one cut of the car park hedge for the 2017-18 season.

Proposed: Cllr David Cordle **Seconded:** Cllr D Barwick **Vote:** all in favour

13. FINANCIAL ITEMS:

13.1 RFO's Monthly Report: *Dec Bank Reconciliation; Budget update

Lloyds Bank: *Interest* (December) 2.71 10 Dec 2016

Bank Balance 31st DECEMBER 2016		Earmarked: included within total credit
<i>Un-presented cheques</i>	184.00	4,287.00 Recycling Centre
Treasurer's Account	1,160.82	9,155.00 Playing Field (<i>Precept grant</i>)
Business Instant Access Acc.	<u>65,356.39</u>	00.00 Tennis courts
Total (in credit) In Bank	66,517.21	13,442.00
<i>Plus Cash (Float for skip days)</i>	14.00	

BUDGET update to 31st December 2016

	Actual	Budget	To come (approx.)
Payments:	21,647.58	33,304.58	9,746.00
Receipts:	30,664.84	32,582.00	3,633.00

Monies paid in – to Treasurer's Account [5th JANUARY] £475.50

13.2 PRECEPT 2017-18 - to finalise and sign order

Precept/budget packs had been given to Cllrs at the December meeting.

The Clerk informed members that the government were not going to place a cap on the precept for 2017-18. A further discussion followed.

Proposal: to keep the precept for 2017-2018 at the 2016-17 level of £24,430.00.

Proposed: Cllr R Kirkup **Seconded:** Cllr David Cordle **Vote:** all in favour

The Chairman, Cllr Kirkup and Cllr Keeble and the Clerk signed the order form.

13.3 To consider Payments to: and other invoices arriving after the posting of this agenda

Figures [] = VAT

1866 a) S A Meacock Garden Services: Pin Mill grass cutting etc.		72.50
1867 b) Mrs F Sewell: Salary (Dec)	668.76	
<i>Expenses: Stamps</i>	19.80	688.56
1868 c) HM Revenue & Customs: Chq made payable to Post Office Ltd		
Quarterly payment (Oct, Nov, Dec) Employee's Tax; Employer's N Ins		142.44
1869 d) Mr P J Mann: VKM Gardening – grass cuts at bus shelters +		
<i>V Hall garden + plants</i>		58.00
1870 e) InkXpress: Printer inks (6 black)	8.95 [5.00]	33.95
1871 f) Ms Caroline Chicken: Footpath clearance expense 2016		72.00
1872 g) Mrs D Cordle: Cllr travel – SALC Area meeting – (32 miles @ 45p a mile)		14.40

Proposal: to approve payment of invoices listed: **a) 1866 – f) 1871**

Proposed: Cllr A Fox

Seconded: Cllr M Stevens

Vote: all in favour

Proposal: to approve payment of invoice listed: **g) 1872**

Proposed: Cllr C Keeble

Seconded: Cllr D Barwick

Vote: 8 in favour
(1 no vote Dot Cordle)

14. Reports of Other Business (not itemised): to be included on next agenda if necessary.

There were no further reports.

15. THE NEXT PARISH COUNCIL MEETING – Tues 7th February 2017 in the VILLAGE HALL

There being no further business, the Chairman thanked everyone and closed the meeting at 9.25pm.

Signed*David Cordle*.....

Date07/02/2017.....

These minutes were agreed to be a true record and the Chairman, Cllr David Cordle, was given the authority to sign them off, at the meeting held on 07/02/2017.