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| Chelmondiston Parish Council  Chairman : Cllr Rosie Kirkup  [chairman@chelmondistonpc.info](mailto:chairman@chelmondistonpc.info)  Locum Parish Clerk: Ms J O Every |

MINUTES of the Meeting of CHELMONDISTON PARISH COUNCIL held in the Village Hall on Tuesday 2nd APRIL 2024 AT 7.30PM.

Present: **Parish Councillors:**

**Barwick, Beacon, Cordle, Gravell, Keeble, Kirkup, Melville, Lyrick, Stevens, Ward.**

**Also present**: County Cllr Harley

In Attendance: J Every (Locum Parish Clerk), L Brazill, and 1 Members of the public.

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| 1. **Welcome by the Chairman:**  The Chairman welcomed all present. | Action By |
| **2.** **Apologies for absence:**  Received from District Cllr Potter, Cllr Price. |  |
| **3**. **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.  Cllr Barwick regarding Dinghy Park. Cllrs Kirkup, Lyrick and Stevens regarding payments.  **3b:**  to receive requests for dispensations.  None received. |  |
| 4. To approve the minutes of the Parish Council Meeting held on 5th March 2024:  Chairman Kirkup asked for voting on approval of minutes, no objections received, Chairman Kirkup signed  in presence of Council. |  |
| **5. Public Participation Session**: 1 member of the public was present.  Resident present for any questions relating to planning item 13. |  |
| **6. Reports:** to receive reports from the County Councillor and the District Councillor:  **6a**. County Councillor Report - C Cllr Harley’s report has been distributed to all Cllrs – Chairman  Kirkup checked that members received latest report for April 24. C Cllr Harley presented summary of his  report. Will be published on website.  **6b**. District Councillor Report - D Cllr Potter’s not received. No questions received. |  |
| **7. 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. - Cllr Lyrick reported, UK Network Power will be trimming back trees by memorial and  will remove oak tree by Car Park.  Emergency lighting has been replaced in the women’s toilet, concerns remaining for non-availability of  Red Lion car park  **7b**: Playing Field. – Cllr Stevens reported there has been no further drug litter to date.  **7c**: Footpaths. – Cllr Barwick reported monitoring is taking place this month.  **7d**: School. – Cllr Lyrick reported there has been a working party arranged to plant trees. Chairman  Kirkup reported her finding regarding the relocation of the tulip tree– school site has been determined as  unsuitable, so further consideration is required to relocate tree. Chairman Kirkup asked members their  thoughts on new location .  Chairman Kirkup will look into further options.  **7e**: Website: No update. |  |
| **8. Chelmondiston village amenities:**  **8a:** Car Park. - Chairman Kirkup received 3 x quotes for replacing gate with fencing; DT Home  improvements Ltd £120 + VAT, James Holland £105 (no VAT), Matthew Fenn £135 Chairman Kirkup  proposed James Holland quote, Cllr Ward seconded, all in favour. James Holland to be instructed.  **8b:** Speed Indication Devices for Main Road. - Chairman Kirkup will discuss with Shotley Parish  Council possibility of sharing costs. Chairman Kirkup reported a ANPR device had been in  use forshort period.  **8c**: Village Sign. – Cllr Melville reported still ongoing, with possibility to be available for May Bank  Holiday installation.  **8d:** Jubilee Gardens - Cllr Lyrick reported Horticultural Society worked with him to plant up the gardens  A thank you has been passed to Bourne Gardens Centre for their compost donation. | RK |
| **9. Pin Mill:** Update on Pin Mill matters:  **9a:** Dinghy Park**:** current issues. – Cllr Melville reported spreadsheet has been updated.  **9b**: Flood control issues. – Chairman Kirkup further discussed the issues. Cllr Melville reported he has  spoken to two residents, who provided some historic information regarding flood control, members  discussed the legalsituation regarding responsibilities. Chairman Kirkup will check legal documents and  report back. Cllr Lyrick discussed the duck race, confirming was a success with large attendance  raising funds for the School. | RK/JE |
| **10. Pin Mill Regeneration Plan:**  **10a:** Residents and Users Survey. Update - 170 online responses, almost 100 paperresponses,  received so far. Suggestions will be discussed when survey ended. |  |
| **11. Suffolk Devolution :** - Chairman Kirkup provided update on communications received on this matter.  Requested all members look at the website (link) to be aware of the public consultation, asked whether  this should be an individual response, or as a parish council. C Cllr Harley gave some feedback on the  report, also encouraged members to read the details regarding the Suffolk Devolution. It was  agreed individual residents should provide their feedback/response, which will be discussed further at  May Annual Village Meeting. | RK |
| **12. Recycling Centre:**  **12a:** Financial position. – Chairman Kirkup, and Cllr Melville discussed the recycling figures, and how  they are recorded in the accounts. Clarity is needed regarding all public realm credit in recycling.  **12b**: Any other issues - Chairman Kirkup reported expiry of registration as “Asset of Community Value”  proposing this be re-nominated as an asset, Cllr Ward seconded, all in favour. | RK |
| **13. Planning:**    **DC/24/01319 -Grove Cottage, Grove Lane, Harkstead** (part of Arwarton) Ipswich IP9 1HD Householder  application – erection of two storey side and part single storey rear extension. – Deadline 9th April 2024.  Cllr Ward discussed with members. Members agreed to respond no objection to the application,  Cllr Ward proposed, Cllr Beacon seconded, all in favour, none against.  **DC/24/01404 – Land Adjacent to 30 Collimer Close, Chelmondiston**, Ipswich IP9 1HX – Full planning  application – Erection of 1 part single storey/part storey (self build) – deadline 12th April 2024.  Cllr Ward discussed with members. Applicant provided comment and further details of application to  members, commenting previous application was filed by previous resident. Cllr Ward asked for comments  from members, none received. Cllr Ward commented that this is a two-storey house, amongst bungalows,  Cllr Cordle commented that the view is of a bungalow from the front. Cllr Ward  proposed to approve the application, Cllr Cordle seconded, 4 in favour 1 against, 4 abstained.  **DC/23/02992 - (Appeal Ref APP/D3505/W/23/3336107** – Application for outline planning permission  Little Barnes, Shotley Road, Chelmondiston, IP9 1EE – deadline 12th April 2024.  Cllr Ward commented previous application supported by Council, with some conditions requested, but  application was refused. Cllr Ward proposed supporting, reiterating previous comment that  Chelmondiston PC further wishes to re-emphasise the request to extend existing footway to this site.  Members discussed, Cllr Melville seconded Cllr Ward’s proposal, all in favour.  **DC/24/00421 - Dawn House, Main Road, Chelmondiston**, IP9 1EB – Erection of two storey rear  extension (as amended DC/23/05390) – Permission Granted  Noted. | JE  JE |
| **14. Correspondence Report to note or to consider a response:**  **14a**: Defibrillator battery replacement – Chairman Kirkup updated Council on purchase of replacement.  **14b**: Annual village litter pick Saturday 23rd March 2024 – update – Chairman Kirkup reported  disappointing support.  **14c:** Dangerous Alder tree at Pin Mill – Chairman Kirkup reported this has been dealt with.  **14d:** Suffolk Grant for EV Investment – Chairman Kirkup commented this may not be suitable for rural  area such as Chelmondiston.  **14e:** SARS report – Chairman Kirkup reported their request for funding.  **14f:** Alliance of Peninsula Parish Councils had meeting at Village Hall, discussing Section 106 funding,  and safe cycling,and advertising in “In touch” to publicise to residents that the alliance exists, and future  meetings.  **14g:** AONB requested information on tasks for future working parties.  **14h:** Babergh District Council sent through update regarding photo ID for upcoming local elections.  **14i:** Babergh & Mid Suffolk Council Monthly Briefing  **14j:** Nationally Significance Infrastructure project (NSIP) Consultancy email. Nothing in this area. |  |
| **15. Archive Storage update**  Still ongoing. . |  |
| **16. Review of Policies: Civility & Respect Pledge**  **16.a:** PC logo for documents – To be discussed at next meeting.  Chairman Kirkup reported policy reviews will be included in annual May meeting. Discussed the Civility  & Respect Pledge, requesting Chelmondiston PC sign up for the Pledge. Members agreed to join the  Pledge. Certificate to be posted on the website. | JE |
| **17. Clerking Issues**  **17a:**  Update – Chairman Kirkup reported Lucy Brazill willing to accept the role as Clerk, Chairman  proposed the Council ratify this appointment, Cllr Lyrick seconded, all in favour. |  |
| **18. Finance: to receive an update on finance matters:**  . **18a**: Statement of Resources from Foreshore Accountancy. – Chairman Kirkup reported the update  income and expenditure, as Treasurer’s Account £16,296.35, Business Instant Account  £47,575.56.  Credit received from Public Realm for recycling £545.32.  To be paid: £147.30 – Insurance Renewal (Good neighbours Scheme) – already approved by Council. |  |
| **19. 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.   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Payee** | Date | Invoice Number | Detail | Amount | | 1.J Every | 31.03.24 | Payroll | March locum work | £443.40 | | 2. SALC | 26.03.24 | 28298 | 6 mth payroll fee | £140.40 | | 3. SALC | 15.03.24 | 28202 | Councillor training x 2 | £76.80 | |  |  |  |  |  | | 4. Jill Hodgson | 21.03.24 | email | Sandblasting and paint for Vill.Sign | £148.58 | | 5. Shotley Odd Jobs | 27.02.24 | 48 | Dog bin emptying (PM woods) x6 | £90.00 | | 6. HMRC | Apr-24 | 4th quarter | Employer's national insurance | £312.39 | | 7. Anglia Surface Care | Paid directly |  | by Playing Field Committee |  | | 8. Rosie Kirkup | 28.03.24 | n/a | Biscuits, bin bags, stationery | £16.68 | | 9. Rosie Kirkup | 28.03.24 | n/a | Defibrillator battery | £174.00 | | 10. Scott Lyrick | 06.03.24 | email | Plants for Jubilee Garden | £247.84 | | 11. Morley Stevens | 05.03.24 | n/a | Lock barrel for Pl Fld archive store | £14.00 | |  |  |  |  |  | | **Pending Payments** |  |  |  |  | | Good Neighbours' | 02.04.24 |  | Insurance annual premium | £147.30 | | Foreshore Accountancy | 02.04.24 | INV-9930 | March accountancy services | £330.00 |   Items 1-6, Cllr Ward proposed, Cllr Barwick seconded, all in favour. Item 8-11 proposed by Cllr Ward, Cllr Melville seconded, Chairman Kirkup, Cllr Lyrick & Cllr Stevens abstained, 5 in favour. | RK |
| Next meeting, Tuesday, 7th May 2024, 7.30pm.  Meeting closed 8.45pm |  |