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| **Chelmondiston Parish Council**  **Chairman: Cllr Rosie Kirkup**  **Parish Clerk: Lucy Brazill**  **clerk@chelmondistonpc.info** |

**MINUTES of the Meeting of CHELMONDISTON PARISH COUNCIL held in the Village Hall on   
Tuesday 5th November 2024 AT 7.30PM**

**Present: Cllr Kirkup, Cllr Stevens, Cllr Lyrick, Cllr Melville, Cllr Gravell, Cllr Cordle, Cllr Keeble, Cllr Beacon, Cllr Barwick**

**Also present: CCllr Harley, DCllr Potter**

**In Attendance: L Brazill (Parish Clerk)**

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|  | **Action By** |
| 1. **Welcome by the Chairman** |  |
| 1. **Apologies for absence.**   Cllr Price and Cllr Ward sent their apologies which were accepted by the Council. Cllr Ward has also sent in his resignation. The Council will thank him formally for his work as a councillor. | RK |
| 1. **Declaration of interest**   **3a**.Cllr Barwick – dinghy park.  **3b.** No dispensations were requested |  |
| 1. **To approve the minutes of the Parish Council Meeting held on the 1st October 2024.**   Following one correction: removal of Cllr Barwick’s name from the list of those in attendance, it was agreed that these were a true record and the minutes were signed. |  |
| 1. **Public Participation Session – N/A** |  |
| 1. **Reports**   **6a: County Councillor Report –** CCllr Harley summarised report.Please contact the parish council if you would like to see a copy of this report.   **6b: District County Councillor Report –** DCllr Potter summarised report.Holbrook repair café has now moved to Freston Village Hall.Please contact the parish council if you would like to see a full copy of this report. |  |
| 1. **Reports from Committees:**   **7a: Village Hall –** Cllr Lyrick reported that the Village Hall AGM is this Friday 8th November. Cllr Lyrick will report back what is discussed at next month’s meeting.  **7b: Playing Field –** Cllr Stevens reported that several trees have been removed from the playing field that posed a potential danger. **7c: Footpaths –** Cllr Barwick reported that there’s been a query regarding the hedge near Collimer close as it was very overgrown, but this has since been dealt with. Cllr Kirkup reported that footpath 50 at Pin Mill is currently being dealt with. Cllr Barwick also raised that Footpath 54 currently impassable**,** as is footpath 53. Cllr Melville raised that the junction between footpath 45 and 56, the sign that was there has gone and the footpaths there need attending to. These will be looked into and reported.  **7d: School –** Cllr Lyrick reported that the school has a school council for the older years and have enquired whether members of the parish council would attend one of these meetings. It was agreed that this was a very nice idea, and Cllr Lyrick to organise. Also reported that they’re currently looking for a midday supervisor.  **7e: Website –** Cllr Kirkup asked all councillors if they’d changed to their new e-mail account and everyone was asked to use this account from now on.  **7f: Other –Tulip Tree –** Cllr Kirkup explained that this needs a new location and now is the right time of year to do this. Cllr’s were asked for suggestions on where it should be moved to – Cllr Kirkup suggested that it be moved to the grass area at the entrance to the new development near Woodlands. Cllr Melville suggested that it was moved to the playing field. 6 councillors in favour of it being moved to the playing field. Cllr Kirkup to look into this and organise. | DB  SL  RK |
| **8. Chelmondiston Village Amenities:**  **8a: Car Park –** Cllr Kirkup reported that the hedges are due to be cut by S Meacock on the 13th November.  **8b: Speed Indication Devices for Main Road** – Cllr Kirkup reported that the Parish Council now have these and they will organise having them erected.  **8c: Village Sign –** Cllr Kirkup reported that the village sign is now in situ. Thanks given to all those who have been involved in its restoration, and to Cllr Melville for his work overseeing the project.  **8d: Jubilee Gardens –** Cllr Lyrick reported that potentially in the next year a couple of the railway sleepers may need replacing. Otherwise, everything fine.  **8e: Cycle Route – resurfacing Bway 27 –** Cllr Kirkup proposed that this was discussed at the next meeting when a member of the Cycling committee can attend.   **8f. Mini orchard clearing –** Cllr Kirkup reported that this site is due to be strimmed next week.Cllr Lyrick will add photos to the parish council Facebook page once this has been done.  **War Memorial** – Cllr Kirkup reported that the flower bed has recently been re-planted by a village resident. |  |
| 1. **Pin Mill**   **9a: Dinghy Park –** CllrMelville said that any dinghy that has been given a red sticker for unpaid membership, will be taken away and stored for a period of time and after this time will be disposed of.This will start to take place shortly.  **9b: Bins at Pin Mill –** Cllr Kirkup reported that she was contacted by Susannah Foulger at Babergh, who is trying to find a solution to the bins beside the toilet block at Pin Mill. Cllr Kirkup met with SF and had a walk around Pin Mill to look at a suitable location for the houseboat residents’ bins. SF had suggested that bins could be placed on the common, but the whole council agreed that this was not a favourable option. Cllr Kirkup suggested that perhaps the current industrial bins could be re-purposed to allow residents to dispose of general household waste. The bins at Pin Mill should not be used for anything other than household rubbish. This issue will be passed back to Babergh with the council’s comments.  **9c. Flood Defences –** Cllr Kirkup reported that the grindles are reasonably clear, the probation team who worked on them will be back on Thursday to complete the work and also work on the path at the back, which will be re-gravelled. Cllr Kirkup was spoken to by a resident who’s concerned about the flood gates – Cllr Kirkup said that advice is potentially needed on the best course of action. CCllr Harley to provide further assistance if required. Cllr Melville, as a retired civil engineer, is prepared to discuss the gate with the resident if needed..  Cllr Melville proposed that the council agreed that it is not their responsibility to improve the system that was initially installed. Cllr Morely seconded. 7 in favour. 2 abstained.  **9d. Replacing dead oak tree at Pin Mill –** Due to be removed a few weeks ago, but didn’t go ahead and was rescheduled for today (5th Nov). A resident has offered to provide a replacement oak tree for a diseased tree that was removed a few months ago and cannot be replaced in their own garden.. Parish council were delighted with this offer, but suggested it didn’t go ahead until after the results of the regeneration plan were agreed upon. Cllr Kirkup will discuss with the resident. | IM  RK  IM  RK |
| 1. **Pin Mill regeneration plan**   **10a. Survey** – the working party (made up of 5 councillors) recently met to discuss this. Cllr Kirkup asked whether those involved were happy to continue being a part of it and they are. They were asked to come up with a plan of what should happen to the common following the survey and also propose a date for a village meeting to discuss this. To be followed up at next month’s meeting. | CP  IM  AB  SL  DB |
| 1. **Recycling Centre   11a: Financial position –** Cllr Kirkup gave details.   **11b: Any other issues –** Cllr Beacon reported that there was an incident of fly tipping over the weekend. |  |
| 1. **Planning**   **12a. Planning appeal - AP/24/00093 - Land Adjacent To, 30 Collimer Close –** Changed plans have gone to appeal and results of this pending.  **12b.**. **Appeal Decision - Appeal Dismissed - Little Barnes, Shotley Road, Chelmondiston - DC/23/02992 -** Cllr Beacon summarised. |  |
| 1. **Correspondence Report to note or to consider a response:**   **13a: Citizen’s Advice – Grant Consideration –** Cllr Kirkup suggested that this is put on the list of considered donations **13b: PC Kate Jarrett - Police and Parish Forum Query –** Summarised. All councillors had already received. **13c. Babergh & Mid Suffolk Briefing notes -** Summarised. All councillors had already received.  **13d. Grit bins being refilled –** Will be refilled in the next few weeks.  **13e. Dragon Patcher coming to Chelmondiston –** Cllr Harley said that residents still need to report potholes if they see them.  **13f. Community Energy Revolution event –** Event has happened but was advertised.  **13g. Remembrance Sunday wreath –** Cllr Lyrick to take responsibility for this for Sunday’s service.  **13h. King Charles III Coastal Path –** the coastal footpath has been renamed.  **13i. 30mph repeater signs being replaced in Chelmondiston –** will happen soon.  **13j. Fare cap increase on buses** – base fare to be raised from £2 to £3  **13k. Rural transport survey/events –** Dates will be posted on Notice boards.  **13l. Water testing results –** Cllr Kirkup reported these. | RK |
| **14. Finance**  **14a: Receive update on finance matters –** Cllr Kirkup gave updated report.  **14b. Budget 2025-2026 –** Finance advisory group met on the 30th October to discuss details of next year’s budget and the councils appointed RFO is looking into this and an update will be given at December’s meeting. |  |
| **15.Clerk/RFO Vacancy –** Cllr Kirkup reported that four people sent in application forms, and 3 were interviewed on Friday, with 1 unable to attend**.** The lady who was deemed most appropriate by the interview panel will be offered a six-month appointment, that will initially involve clerk duties only, and they will later take on the RFO role in January. Cllr Kirkup proposed. Cllr Beacon seconded. 7 in favour. 1 abstained. |  |
| 1. **Policy Review –** Nothing to report |  |
| 1. **Parish Alliance –** Nothing to report |  |
| 1. **Dates for next year –** Clerk to look into booking the hall for meeting dates for 2025. | Clerk |
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| **Item 10.** Donation agreed by council. Cllr Kirkup proposed £13 donation. 7 in favour 1 abstained.  Items 1 -13 – Cllr Cordle proposed payments. Cllr Gravell seconded. All in favour. |  |
| **18.Date of next Parish Council Meeting:** Tuesday 3rd December at 7.30pm. |  |
| **Meeting closed:** 21:11 |  |
| **Signed by:**  **Date:** |  |
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