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| **Chelmondiston Parish Council**  **Chairman: Cllr Rosie Kirkup**  [**chairman@chelmondistonpc.info**](mailto:chairman@chelmondistonpc.info)  **Parish Clerk: Lucy Brazill** |

**MINUTES of the Meeting of CHELMONDISTON PARISH COUNCIL held in the Village Hall on   
Tuesday 4th JUNE 2024 AT 7.30PM**

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

**Also present: CC Simon Harley, Tom Bartleet (Lib Dem candidate, in attendance to observe only)**

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

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|  | **Action By** |
| 1. **Welcome by the Chairman** |  |
| 1. **Apologies for absence.**   District Councillor Potter |  |
| 1. **Declaration of interest**   **3a.** Cllr Barwick, Dinghy park / Cllr Kirkup payments  **3b. None** |  |
| 1. **To approve the minutes of the Parish Council Meeting held on the 7th May 2024.** Cllr Kirkup asked if everyone was happy with last month’s minute as a true record. Cllr Ward proposed. Cllr Barwick seconded. All in favour. |  |
| 1. **Public Participation Session.** None in attendance. |  |
| 1. **Reports**   **6a: County Councillor Report.** CC Harley gave summary of his monthly report. Application update for the TRO to reduce speed limit between Chelmondiston and Woolverstone, he reported that this did not meet the criteria and was not accepted. No appeal process on this decision but CC Harley is in discussion for further information regarding this outcome. Cllr Beacon asked if this could be applied for again, but CC Harley advised that this is not possible, as the decision is final.  **6b: District County Councillor Report.** No report this month. |  |
| 1. **Reports from Committees:**   **7a: Village Hall -** Cllr Kirkup advised that the safe has now been installed in the village hall. Cllr Stevens asked about trees either side of the war memorial, Cllr Lyrick advised that they are supposed to be trimmed and he will chase this up.  **7b: Playing Field -** Cllr Stevens reported everything is ok and cameras are working well.  **7c: Footpaths –** Cllr Barwick reported that there are quite a lot of over grown footpaths at the moment, and this is being looked in to. Cllr Kirkup asked Cllr Gravell is she’d join the footpath committee to monitor footpaths, she agreed. Cllr Lyrick asked if PJB could document the footpaths he’s cut with photos so we have a record of this. Cllr Lyrick asked clerk to follow this up.Bridleway 27, resurfacing to be added to the agenda for August, as requested by Cllr Kirkup.  **7d: School –** Cllr Lyrick nothing to report this month.  **7e: Website –** Cllr Price nothing to report this month. | **SL**  **LB** |
| **8. Chelmondiston Village Amenities:**  **8a: Car Park –** Cllr Lyrick reported that the hedge in the car park will need cutting back soon. Cllr Kirkup asked the council if they approved of the fence being erected to close the gap in the boundary line, this had previously been agreed upon and all were in favour of the work being undertaken imminently.  **8b: Speed Indication Devices for Main Road –** Cllr Kirkup reported that she has been in contact with the clerk at Shotley, no response as yet. Cllr Price suggested that the council look at proceeding with this on their own. Cllr Price asked CC Harley about the possibility of a grant for partially funding this, he said to contact him on the 5th July, and the council’s name will be added to the list. Cllr Kirkup asked what can be done with the data, and CC Harley advised that this data can be monitored and if there’s a pattern of speeding then this can be forwarded to the relevant authorities. Cllr Kirkup asked Cllr Price to look into the cost of two devices for the village.  **8c: Village Sign –** Cllr Melville reported that the individual components of the sign will all be together by next week. But, before this can be erected, Cllr Price is talking to BT Open Reach and Cllr Melville is talking to UK Power Networks to ensure it isn’t going to interfere with either of their utilities. Cllr Melville then asked for assistance for putting this in place.  **8d: Jubilee Gardens –** Cllr Lyrick reported that general maintenance is ongoing. Cllr Kirkup reported that the council is aware that a long term maintenance plan is needed with regards to the Jubilee garden.  **8e.** Cllr Kirkup mentioned that a resident at the Annual Village Meeting had asked if a permanent bin, that could be attached to the ground, could be erected near the bus stop opposite the Red Lion. Clerk to look in to options and bring these to the August meeting. | LB |
| 1. **Pin Mill**   **9a: Dinghy Park   1. Current Issues –** Cllr Melville reported that 23 permits have been issued for this year. As of 1st June red notices will be issued to all dinghies who have not paid their membership. Cllr Beacon and Cllr Barwick have volunteered to help Cllr Melville with this.Cllr Lyrick offered to put a message regarding this on the Council Facebook page as a final reminder to those who have not yet renewed their subscription.  **2. Concerns about access –** e-mail received from resident regarding the triangle of land in front of Webb’s boat yard, which officially belongs to the Parish Council. Webb’s Boat yard does occasionally park their vehicle there to stop others doing so and blocking their access. Cllr Barwick suggested that a bigger sign is erected to advise people to keep the area clear. Everyone in favour of this idea. Cllr Beacon will also speak to the boat yard regarding this matter.  **9b: Request for dog bin purchase –** this was received from a resident and will be added to August ‘s agenda. |  |
| 1. **Pin Mill regeneration plan**   **` 10a. Survey –** report and summary of data is ongoing. **10b**. E-mail received from Cllr Lyrick regarding water fountain – will be added to potential changes at Pin Mill. Cllr Lyrick informed the council that he has done research on this, and there is a company who would offer to fund its purchase. Cllr Kirkup asked Cllr Lyrick to go ahead and fill in the application form regarding this. |  |
| 1. **Recycling Centre 11a. Current financial position –** Cllr Kirkup reported that the current balance is £27,641.42 but mentioned that some data still due to be added to the spreadsheet.  **11b.** **Other Issues** – Cllr Kirkup advised that the Recycling Centre has been relisted as an Asset of Community Value.  Shotley Clerk has confirmed that Shotley Parish Council will be making their annual payment. |  |
| **12. Planning**  **12a.** **New guidance in custom and self build housing development** – sent to all Councillors.   **12b**. **DC/24/02080 – Irvine House, Main Road, Chelmondiston, Ipswich Suffolk IP9 1EE. Erection of first floor rear balcony. Deadline: 05/06/24** – Cllr Beacon said that there have been no objections registered on the application from residents. Cllr Beacon proposed that the council approves the proposal, Cllr Cordle seconded. 9 for and 1 against. Cllr Price made council aware that the application states that it doesn’t over look a footpath, but it does.   **12c**. **DC/23/04109 – Former HMS Ganges Site, Shotley Gate, Shotley, Suffolk. Deadline: 11/06/24 -** Cllr Beacon gave a summary on this, and suggested that the Council rejects this on previous grounds of traffic and the impact on the road. Cllr Ward mentioned objections from Birketts stating that the application changes are so profound they believe it needs a new application, Shotley Parish Council also has this stance. CC Harley stated that highways still have objections over this development, due to connectivity. Cllr Beacon proposes that the council object and that it is stated that the council have concerns on the number of changes being made. Cllr Gravell seconds. All in favour.   **12.d DC/24/00421 - Dawn House, Main Road, Chelmondiston, Ipswich Suffolk IP9 1EB.** Cllr Beacon gave update, these changes have already been approved.   **12.e DC/24/02292 – Crantock, Church Road, Chelmondiston, Ipswich Suffolk IP9 1HS. Erection** of single storey side/rear extension, insertion of rear rooflights and solar panels (following demolition of existing rear extension and chimney) and erection of detached double garage. Deadline 07/06/24. Cllr Beacon summarised application. Advised that he doesn’t see any issues with this, and no local objections have been received. Cllr Beacon proposed. Cllr Morley seconded. All in favour.  **12.f Declaration of ownership by National Trust, Pin Mill Woods** – Cllr Beacon gave details on this. The National Trust have issued this notice, to reconfirm that they own the land. This does not affect the existing footpaths, but they have stated that there will be no further footpaths instated. Cllr Kirkup advised that she had contacted the National Trust regarding people’s right to roam in these areas, she is awaiting a response.   **12.g** **Babergh and Mid Suffolk District Councils – Supplementary Planning Documents Consultation** – Cllr Beacon summarised and explained it’s about protected trees and habitats. Talks about the need for affordable housing to be included within developments. This also included call for residential sites to be nominated by residents, 4 have been proposed by residents in Chelmondiston. 2 near Ling’s Lane and 1 on Richardson’s Lane, and 1 near the new development near Brickyard development. Babergh will look at this and if they believe the sites are viable, they will have to go through a public consultation process first. |  |
| 1. **Correspondence Report to note or to consider a response: 13a. Lithium Battery Recycling** Campaign – All councillors had received prior to meeting.  **13b. Babergh East, Police and Parish Forum minutes, from meeting 20th May 2024 -** All councillors had received prior to meeting.   **13c.** **E-mail from resident regarding concrete containers at the bottom of Pin Mill** – These are currently broken, and the resident is asking if these can be fixed. Cllr Kirkup suggested that we ask someone to take a look and see if they can be repaired.    **13d.** **National Landscape newspaper** – Council received.    **13e.** **2024/25 Capital Grants - Applications Open** – Cllr Kirkup gave details on this to council members.  **13**f. **Call for sites for travellers** – Cllr Kirkup explained that this was part of Babergh’s larger plan and a call for sites has been issued to all councils regarding this.  **13g**. **Briefing notes Babergh and Mid Suffolk** – All councillors had received prior to meeting.  **13h.** Norwich to Tilbury, **National grid transmission** – Update given on this.    **13i.** **Peninsula** **Parish Alliance meeting** – This will take place next week. Cllr Kirkup and Cllr Lyrick to attend. |  |
| **14. Assets Register Update**  Cllr Kirkup asked councillors for updates, and told all councillors that these need to be received by the end of Wednesday 05th June 2024. |  |
| 1. **Finance 15a. Update on finance matters 1.** Cllr Kirkup went through Annual Governance Statements with council**. 2.** Cllr Kirkup gave current account statement.  **15b. Consider fixed term deposit account –** Cllr Kirkup asked Council to consider Fixed Term Deposit Account. Cllr Kirkup proposed. Cllr Ward seconded. All in favour. |  |
| 1. **Proposal to cancel July meeting –** Cllr Kirkup proposed cancellation of July meeting. Cllr Morley seconded. All in favour. |  |
| 1. **Payments**  |  |  |  |  |  | | --- | --- | --- | --- | --- | | **PAYEE** | **Date** | **Invoice No.** | **Details** | **Amount\*** | |  | | L Brazill | 31.05.24 | Payroll | Clerk Salary May | £880.85 |  | | L Brazill |  | Expenses | (Deferred to next meeting) |  |  | | Lucy Powell | 23.05.24 | email | Bedding plants for war memorial | £43.19 |  | | SA Meacock | 01.05.24 | 29 | Gardening services | £206.80 |  | | PJB Garden Maintenance | 29.04.24 | 179CMPC | Fpaths 33,32,19 | {£200.00 |  | | " | " | 180CMPC | Fpaths 35,34,32 clearingside growth | {£200.00 |  | | " | 04.05.24 | 181CMPC | Fpaths 23, 1,re-do 25 | {£200.00 |  | | " | " | 182CMPC | Fpaths 18,17A + cutback overhang | {£200.00 |  | | " | 31.05.24 | 184CMPC | Fpaths 24, 47 | {£200.00 |  | | " | " | 185CMPC | Fpaths 1, 23 | {£200.00 |  | | " | " | 186CMPC | Fpaths 56, 12 (part of) | {£200.00 |  | | " | 01.06.24 | 187CMPC | Fpaths 53, 12 (rest of) | {£200.00 |  | | Foreshore Accountancy | 02.06.24 | INV-10156 | Accountancy Services May 2024 | £427.50 |  | | Village Hall | 21.05.24 | n/a | Annual Grant | £2,000.00 |  | | R Kirkup (Abensour) | 24.05.24 | n/a | Reimb. Safe, Ann V Mtg refrshmnts | £172.01 |  | | Cllr Kirkup proposed payment of items 1 + 3-7. Cllr Ward seconded. All in favour  .  Cllr Ward proposed item 8, Cllr Beacon seconded. All in favour with 1 abstention. | | | | |  | | **Payments July 2024** |  |  | **Pre-approved** |  |  | | SA Meacock |  |  | June Gardening | £206.80 |  | | PJB Garden Maintenance |  |  | May/June footpaths work | up to £600 |  | | L Brazill |  |  | June Salary | <£900 |  | | Foreshore Accountancy |  |  | June Accountancy services | <£500 |  | | Tony Gould |  |  | Purchase of 1yr microsoft 365 | <£60.00 |  | | Heelis and Lodge |  |  | Internal audit Fee | c.£220.00 |  |   Cllr Ward proposed pe-approval of July payments. Cllr Cordle seconded. All in favour. |  |
| 1. **Date of next meeting (July meeting cancellation proposal see, 16) 06th August at 7.30pm.** |  |
| **Meeting closed: 21:02** |  |