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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 3rd September 2024 AT 7.30PM**

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

**Also present: DC Potter, CC Harley, PC Kate Jarrett, 2 residents in attendance**

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

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|  | **Action By** |
| 1. **Welcome by the Chairman** |  |
| 1. **Apologies for absence.**   Cllr Beacon, Cllr Ward, Cllr Barwick send their apologies. The Council accepted their apologies. |  |
| 1. **Declaration of interest**   **3a**. Cllr Kirkup expenses.  **3b.** No dispensations were requested |  |
| 1. **To approve the minutes of the Parish Council Meeting held on the 6th August 2024.**   It was agreed that these were a true record and minutes were signed. |  |
| 1. **Public Participation Session – Both residents here to discuss car park =. Permission given to talk about this later in the meeting.** |  |
| 1. **Reports**   **6a: County Councillor Report –** Cllr Kirkup gave a summary of this report. All Cllr had received a copy of this report. CC Harley also summarised key points.  **6b: District County Councillor Report –** DCllr Potter gave an overview of his monthly report. All Cllr had received a copy of this prior to the meeting. DCllr Potter confirmed he will be attending more Parish Council meetings. Cllr Kirkup mentioned the Parish Council’s concern regarding planning matters and not having support from Babergh, and thanked DCllr Potter for the support he’s show. |  |
| 1. **Reports from Committees:**   **7a: Village Hall –** Cllr Kirkup summarised the meeting minutes that had been received from the village hall committee. Lettings have increased slightly and they’re thankful for the grant given by the Parish Council. Cllr Lyrick gave an update on the electrical works that need to be done, and reported that they are going ahead with this.  **7b: Playing Field –** Cllr Stevens gave update. Cllr Kirkup mentioned the annual playground inspection, and the playing field committee have asked the Parish Council to organise this and pay for the inspection approx £120.  **7c: Footpaths –** Cllr Price mentioned footpath 56 and said that this needed attending to. Clerk to raise this with PJB gardening services.  **7d: School –** Cllr Lyrick had meeting with school. 20 new pupils have joined from Shotley. The library is being utilised as a classroom. Early years playground regeneration is still underway, recently a shelter was made for this area of the school. Awarded grant from national landscapes for school. Cllr proposed that the money from the bottle bank is paid to the school, rounded up to £800, Cllr Keeble seconded. £800 from bottle bank 7 for and 1 abstention.  **7e: Website –** Cllr Kirkup gave update from SALC that they have moved to gov.uk e-mail addresses. Cllr Price gave update on costs of the council doing this as well - £316 first two years to move servers and after first two years cost increases to £436. CC Harley said that other councils have done this and it seems to be common practice to do this. Cllr Price said he can manage this and T.Gould can be used as a back up if needed. Approx timescale 2-3months. Cllr Kirkup proposed that the council go ahead with this and Cllr Melville seconded. All in favour.  **7f: Other – Nursery update –** Cllr Lyrick gave update on what’s happening with the vacant building and site. Remedial work is undergoing to rectify current issues with the building. Diocese looking into nursery providers to take over the running of the building and potential re-opening of the nursery. |  |
| **8. Chelmondiston Village Amenities:**  **8a: Car Park –** Cllr Kirkup invited 2 residents to speak. Resident 1, asked who owned the car park and Cllr Kirkup confirmed that it is owned by the Parish Council for use by the village. Resident 1 asked if this was for residents parking, Cllr Kirkup said it was but with conditions, max stay 48hrs. Cllr Kirkup explained that the car park needs to be accessible for all residents, such as those using the shop and other village facilities etc. The Red Lion car park is to be used by those living above the Red Lion and those attending the Red Lion, also those using the hairdressers, who can use this car park if they sign in. Resident 1, mentioned not wanting double yellow lines put near the shop which had been mentioned as a comment in previous minutes, Cllr Kirkup that this had been discussed but that the Parish Council are not going ahead with this. Cllr Kirkup confirmed that though ideas have been discussed about the car park and the terms of the car park, nothing has been decided and this will be added to the agenda when it is up for discussion. Resident 1 mentioned someone they knew would be happy to trim the hedge in the car park as a volunteer, Cllr Kirkup asked resident 1 to send details.  Resident 2 mentioned that they were concerned that a Cllr had been mentioning that double yellow lines would be put outside the shop Cllr Kirkup stated again, that this was not something that the Parish Council were planning to do. Also, that Parish Council take their role within the community very seriously and consider the community as a whole when making decisions.  Resident 1 asked if a leaflet could be given out to advise the community about the village car park and how it should be used and also it’s purpose within the village. Cllr Kirkup said that this is something that the Council would like to do and will look in to further.  Cllr Cordle said that access to the car park was difficult recently due to the size of vehicle parked in the car park. Cllr Kirkup responded that this is something that needs to be looked in to when the regulations of the car park are looked at.  **8b: Speed Indication Devices for Main Road –** Cllr Price gave handouts to all Councillors regarding the agreed Speed Indication Devices for Chelmondiston. Cllr Price gave summary of the criteria that needs to be met in order for these to be installed and how to choose a location for these. Cllr Price suggested two potential sites for both West and East sites. Resident 1 and 2 asked what these Speed Indication Devices did and how they worked, Cllr Price summarised and stated that it will give the Parish Council an overview of speeding within the village and if a speeding pattern is seen, then the police can be informed and then the police can follow up.  Cllr Price asked for the council to agree on a potential location. Cllr Kikrup asked for Cllrs opinions this. WEST 2 location proposed (Sign post near Lings Lane, nearside of road). Cllr Price seconded. All in favour. East location. EAST 2 (Old Stackyard, nearside of road). 7 in favour and 1 abstention.  Cllr Kirkup asked Cllrs if they were happy with the draft letter put forward by Cllr Price, which would goes to those residents living hear the proposed sites of these devices. 7 For and 1 abstention.  CC Harley said that he does currently have money that he’d be able to put towards this and asked Cllr Price to send him details so that he can put paperwork for a grant towards these.  **8c: Village Sign –** Cllr Melville confirmed that the sign is finished and awaiting installation.  **8d: Jubilee Gardens –** Cllr Kirkup gave update, the gardener has been twice and the Horticultural society are happy with the progress made. Cllr Lyrick said that the water butt is currently not working, Cllr Kikrup to talk with the owner of Orwell Stores to see if they’d be happy with their hose being used for a small contribution.  **8e : Other – Abandoned vehicle Collimer close, the details have been passed to Babergh.** | LB  CP  RK |
| 1. **Pin Mill**   **9a: Dinghy Park –** Cllr Melville gave update. The two boat yards cleared half the dinghies that had red stickers on them, and they’re currently sitting in their boat yards.  **9c: Grindle clearance –** Cllr Kirkup gave an update. Cllr Kirkup is meeting with the unpaid works team to see if the clearing of the grindles is something that they can do.  E-mail received from Kings boatyard to state they are doing some work to their end of the grindle to make it secure and stable. |  |
| 1. **Pin Mill regeneration plan**   **10a. Survey –** Cllr Price had collated the survey results and summarised these to the council. (1.13). This report will be posted on the website and on the Parish Council Facebook page. This report will be discussed further at the next meeting. Cllr Lyrick has asked to be added to the Pin Mill regeneration group. |  |
| 1. **Recycling Centre – Cllr Melville gave update – all satisfactory.** |  |
| 1. **Planning**   **12a. DC/24/03414. Proposal: Householder Application - Erection of extension (following demolition of**  **existing extensions). Location: Halcyon, Pin Mill Road, Chelmondiston, Ipswich Suffolk IP9 1JN.**  **Decision by 4th Sept.** Cllr Kirkup summarised, Cllr Beacon’s comments read out and he could see no issues, other than that no more glazing should be added to account for light pollution. Cllr Kirkup proposed this with the afore mentioned stipulation. Cllr Gravells seconded. All in favour.  **12b. Planning re-consultation request letter to application - DC/23/04109 - Former HMS Ganges – Cllr Kirkup read out Cllr Beacon’s comments.** Cllr Melville proposed that the council should state that they believe that the developers should not be trying to alter the original plans that were proposed. Cllr Cordle seconded. All in favour.  **12c. Decision notice about planning application - DC/24/01404 Land Adjacent To, 30 Collimer Close –** Cllr Kirkup summarised Babergh’s decision. All Cllrs had received a copy of this prior to meeting.  **12d. Decision notice in relating to planning application - DC/24/0322**2 - Cllr Kirkup summarised Babergh’s decision. All Cllrs had received a copy of this prior to meeting.  **12e. Discuss planning questionnaire from Babergh** – Cllr Kirkup gave update that Cllr Beacon is filling this in on the council’s behalf.   **12f. E-mail about Babergh and Mid Suffolk District Councils who are undertaking two separate consultations on the Babergh and Mid Suffolk Joint Local Plan Part 2 Development Plan** – Cllr Kirkup asked councillors to look up and make comments if they feel these are needed. | AB |
| 1. **Correspondence Report to note or to consider a response:**   **13a: E-mail from PC Kate Jarrett regarding East Babergh Police and Parish forum –** PC Kate introduced herself and spoke about the new policing model that was introduced last year and about her role within the community. Offered to go on a walk through Chelmondiston with the Parish Council to be shown any areas of concern within the village.  Gave explanation of the police forum, that covers 54 villages and is held 4 times a year, in different locations. It’s open to all, residents and Parish Councils, for people to go and express any concerns that they might have. PC Kate, asked whether the dates and times of these meeting could be shared with residents. Cllr Kirkup mentioned that speeding is an issue in the area, PC Kate said that if people report these issues to her then the police can follow up. Cllr Kirkup mentioned the Parish Alliance and suggested that perhaps the members could take it in turns to attend these forums.  **13b. E-mail from Marie Curie asking for support –** Cllr Kirkup said this would be added to budget discussions later in the year.  **13c. E-mail from Healthwatch Suffolk - Ageing Well in Suffolk** – asking for people to take part in survey – details of this will be added to notice boards.   **13d. E-mail from James Cartlidge re: proposed changes to Neighbourhood plans** – Cllr Kirkup summarised. Doesn’t affect Chelmondiston as a neighbourhood plan is in place.   **13e. E-mail from Bus Strategy team asking for ideas towards new or improved services** – All Cllr had received.  **13f. 2023/24 Annual Report of the Suffolk Police and Crime Pane**l – PC Kate mentioned this previously in 13a.  **13g. Water Testing Report –** Cllr Kirkup summarised**.**  **13h. SALC .gov change –** Cllr Kirkup gave brief update**.**  **13i – National Landscape volunteer group –** Cllr Kikrup summarised, and clerk will contact about grindles at Pin Mill. | LB |
| **14. Finance**  **14a. Update on finance matters –** Cllr Kirkup gave updatewith latest bank balances**.** Cllr Kirkup gave update on the audit and an update to the AGAR statement. Cllr Kirkup proposed that Cllrs approve the final version of the AGAR statement. Cllr Keeble seconded. All in favour. |  |
| 1. **Policy Review –** Cllr Kirkup advised that an update will be given next month, once the finance committee have met. |  |
| 1. **Parish Alliance –** Cllr Kirkup gave an update on the Alliance, and the list drawn up by the Alliance about the common issues that the local parishes share, planning features heavily in this. Cllr Lyrick proposed that a letter is written to support Wherstead’s concerns about the light pollution caused by the new lorry park, Cllr Melville seconds. All in favour. | LB |
| |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | |  | **Payments** |  |  |  |  | | **No.** | **PAYEE** | **Inv. DATE** | **Inv. Number** | **DETAILS** | **Amount** | | **1** | **PJB Gardening Services** | **06.08.24** | **195CMPC** | **Footpaths 8,9 and start 49 £200** | **{** | | **2** |  | **"** | **196CMPC** | **Footpaths 19, 35 and rest 49 £200** | **{** | | **3** |  | **08.08.24** | **198CMPC** | **Footpaths 25 and start 17 £200** | **{** | | **4** |  | **"** | **199CMPC** | **Footpaths 24 and finish 17 £200** | **{£800.00** | | **5** | **DC Gardens** | **15.08.24** | **2** | **Jubilee Garden maintenance** | **£54.00** | | **6** | **Hol-Tech Fencing** | **23.08.24** | **230824/39** | **Rehang gate with new post and fixing plates** | **£302.00** | | **7** | **Jill Hodgson** | **15.08.24** | **email** | **Balance of agreed sum for village sign work** | **£201.42** | | **8** | **Water Testing Group** |  |  | **Contribution to continued testing** | **£50.00** | | **9** | **L. Brazill** | **31.08.24** | **payroll** | **August Salary** | **£830.27** | | **10** | **Foreshore Accountancy** |  |  | **August accountancy services** | **£** | | **11** | **Chelmondiston Primary School** |  |  | **Grant of Agreed Bottle Bank Income** | **£800** | | **12** | **R. Kirkup** | **31.08.24** | **n/a** | **Further manilla envelopes for Archive Store** | **£20.99** | | **13** | **SA Meacock** |  | **No.32** | **Gardening Services** | **£206.80** | | **14** | **Babergh** |  |  |  | **£65.00** | | **15** | **Colins Skip Hire** |  |  |  | **£407.64** |   **Items 1-11 and item 13-15 – Cllr Cordle proposes. Cllr Price seconds. 8 in favour.**  **Item 12 Cllr Gravell proposes. Cllr Lyrick seconds. 7 in favour. 1 abstained.** |  |
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| **18.Date of next Parish Council Meeting : 1st October 2024 at 7.30pm.** |  |
| **Meeting closed: 21:10** |  |
| **Signed by:**  **Date:** |  |