Chelmondiston Parish Council

The Village Hall, Main Road, Chelmondiston IP9 1DX
Parish Clerk: Ms Katie Davies e-mail: clerk@chelmondiston-pc.gov.uk

Minutes

Of the Meeting of **CHELMONDISTON PARISH COUNCIL** held in THE VILLAGE HALL

on **TUESDAY the 1st of September 2026 AT 7.30PM.**

Present: Cllr Beacon, Cllr Kirkup, Cllr Lyrick, Cllr Barwick, Cllr Gravell, Cllr Stevens, Cllr Melville, Cllr Cordle, CCllr Armstrong

In Attendance: K Davies (Parish Clerk), one member of the public

1. Welcome by the Chairman: the Chairman welcomed everyone to the meeting and read out the notice regarding recording/filming/photographing at the meeting.	**To be actioned by**
2. Apologies for absence: Cllr Newbold	
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 – *None Declared* **3b:** To receive requests for dispensations- *None Requested*.	
4. To approve the minutes of the Parish Council Meeting held on the 7th of July 2026. *The Minutes were agreed to be a true record and were signed by the Chairman.*	
5. Public Participation Session*: The member of the public expressed the increase of dog waste being left on bridleway 27 and enquired about the possibility of installing a new dog waste bin, it was agreed that the clerk will investigate initial cost of purchase and ongoing cost of emptying and will bring the figures to the next PC meeting.* *The member of the public also enquired about the possibility of cutting back the overgrown hedgerow on the verge between Sunnyside and the start of Richardsons Lane as walkers are forced into the road at parts. It was agreed that a member of the PC will speak to the landowner.*	**Clerk** **Cllr Gravell**
6. Reports: *To receive reports from the County Councillor and the District Councillor*. **6a: The County Councillor** – *Cllr Armstrong summarised the report which included the proposed speed limit change on the B1456 between Woolverstone and Chelmondiston) and the possible wind turbine installation.* **6b: The District Councillor** – *Cllr Beacon summarised the report which included the reopening of the Oyster reach and the possible wind turbine installation at Cliff Quay, Ipswich.*	

Signed by Chair…… Date……

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7. Reports from Committees/Representatives of other Committees/Groups/Meetings: To receive reports and proposals/requests and considerations and to agree on any actions needed **7a:** Playing Field – *Cllr Stevens reported the use of a BBQ at an event and expressed concern for the safety in the recent dry weather. Cllr Lyrick suggested that the Parish Council request the standing orders from the playing field committee to check the regulations that the committee have in place regarding such situations, and that these standing orders are reviewed at a Parish Council meeting. Cllr Gravell seconded, all in favour.* **7b:** Footpaths – *Footpath 6, overhanging trees. It was reported that there are a lot of overhanging trees causing an obstruction for horse riders on the bridleway, the landowners either side of the bridleway will be contacted.* *The footpath (28) behind the school has a fallen fence that needs clearing, this has been noted and will be cleared by the PC.* **7c:** School – No issues raised **7d:** IT/website matters – *.gov.uk domain name renewal (two years x 13 mailbox) @ £406.00 inc VAT. Cllr Melville proposed the renewal, Cllr Gravell seconded, all in favour.* **7e:** Village Hall – *Required cut back of the bushes to the right of the entrance that are covering up the sensor for outside lights. Cllr Beacon will cut back the bushes.* **7f:** Remembrance Day wreath and representation – *Cllr Cordle proposed the purchase of the wreath, Cllr Barwick seconded, all in favour. Cllr Beacon will represent the Parish Council.*	**Clerk**

8. Chelmondiston village amenities: **8a:** Speed Indication Devices – *No data received this month.* **8b:** Jubilee Gardens – *Cllr Lyrick expressed praise to the Horticultural Society for their work on Jubilee Gardens this season and suggested a card expressing thanks was sent to the society from the PC. The trees need some attention now the season has come to an end, and it was agreed that the clerk will seek some quotes for the work.* **8c:** War Memorial **8d:** Mini Orchard – *The Contractor will be contacted for the Orchard to be Strimmed.* **8e:** Defibrillator – *The Defibrillator has been checked and updated.* **8f:** Allotments – *No new information* **8g:** EV Charging– *Update on EV Charging points at Pin Mill – Although the clerk has contacted for an update, there has been none received.*	**Clerk**
9. Village Hall Regeneration *Cllr Kirkup stated that a resident has joined the working party and preparation for the public meeting is underway. The clerk will seek quotes for the removal of the Holly stumps.*	**Clerk**
10. Pin Mill: Update on Pin Mill Matters **10a:** Dinghy Permits – *Update on non-permitted vessels – The PC will arrange removal of the unpermitted vessels.* **10b:** Planters by disabled parking bay – *The PC discussed the removal of the planters, Cllr Gravell proposed that they are removed, Cllr Lyrick seconded, all in favour. The clerk will retrieve quotes.*	**Clerk**
11. Recycling Centre **11a:** Financial Business – *Cllr Beacon gave details of the latest financial data.* **11b:** Security Camera SIM Cards. – *Investigations will be made by the PC regarding the correct SIM cards to Purchase.*	

Signed by Chair……. Date…….

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12. Planning: **12a: DC/26/03279 -** Request for an Environmental Impact Assessment Screening Opinion under Regulation 6 of the Town and Country Planning (Environmental Impact Assessment) Regulations 2017 - Erection of a wind turbine and associated infrastructure. *The PC will comment once formal plans are published and the consultations are open. A PC representative will attend the next Wherestead meeting.* **12b: DC/26/03388 –** Greenacres, Lings Lane, Chelmondiston, IP91HJ. *No comments from the PC* **12c: DC/23/04623 –** Tree Works, Valley Cottage, Pin Mill Rd, Chelmondiston, IP91JJ. *No comments from the PC* **12d: DC/26/03562 -** Land Adjacent To 30 Collimer Close Chelmondiston Ipswich Suffolk IP9 1HX. *No comments from the PC* **12e: DC/26/03225 -** 2 Rectory Field Chelmondiston Ipswich Suffolk IP9 1HY. *No objections from the PC.*	
13. Correspondence Report to note or to consider a response: **13a:** Email regarding overgrowth of the hedges from the start of Richardsons Lane to the start of Sunnyside. *See Item 5* **13b:** Email regarding the possibility of installation of a new dog waste bin on byway 27. *See Item 5* **13c:** Email regarding water leak in Stutton. *Noted* **13d:** Email from Kings Boat Yard regarding unauthorised vessels at Pin Mill. – *The PC will respond.* **13e:** Emails regarding the resurfacing of byway 27. *Noted* **13f:** Positive feedback for the resurfacing of byway 27. *Noted* **13g:** Police and Crime Commissioner's August update. *Noted*	**Cllr Gravell** **Clerk**
14. Finance To Receive update on Finance Matters **14a:** Bank reconciliation/report from RFO – *Cllr Beacon ran through the figures with the PC.*	

15. Documents and Policies **15a:** To review and update Data Protection Policy – *The PC discussed the Data Protection Policy and Cllr Kirkup proposed formal adoption, Cllr Melville seconded, all in favour.*	
16. The Parish Alliances – *The next meeting will be held on the 22nd of September will be attended by a member of the PC.*	

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Signed by Chair……. Date…….

16. Payments

To consider and approve the following payments including any invoices received since the publication of the agenda for expenditure approved in the 25-26 Budget.

August (payments listed below, made in August and formally approved by the Council)

NO	PAYEE	INV NO	DATE	TYPE	AMOUNT	DETAILS
1	J Every	Payroll	July	BACS	£405.43	Mth 4 (July)
2	K Davies-Picknell	Payroll	July	BACS	£896.17	Mth 4 (July)
3	Collins Skip hire	322919	16.7.26	BACS	£885.72	Ticket 742844
4	SA Meacock	24	01.07.26		£112.00	Pin Mill Common
		24	01.07.26		£112.00	Chemoniston VH
		25	01.08.26		£112.00	Pin Mill Common
		25	01.08.26	BACS	£ 112.00	Chemoniston VH
5	Babergh DC	1000038658	10.07.26	BACS	£2,462.40	Dog and Litter Bin emptying Year 2-26/27
6	Mark Annis	June/July	July	BACS	£150.00	Gardening: Hourly rate £25 - x 6 hrs
7	PJB Gardens	June inv 2026/236	13/06/2026	BACS	£ 215.00	footpaths numbers 8&9
	PJB Gardens	June inv 2026/237	27/06/2026	BACS	£215.00	footpaths numbers 25&19
					£ 5,677.72	
	DD					
	Nest	Pension (ER)	July		£27.49	Mth 4 (July) - ER contribution
		Pension (EE)	July	DD	£36.65	Mth 3 (July) - EE conribution

Cllr Barwick proposed approval of items 1-7, Cllr Kirkup seconded, all in favour

Sept Payments to be Approved

NO	PAYEE	INV NO	DATE	TYPE	AMOUNT	DETAILS
1	J Every	Payroll	August 2026	BACS	£419.30	Mth 5 (August)
2	K Davies-Picknell	Payroll	August 2026	BACS	£896.17	Mth 5 (August)
3	Collins skip hire	326520	20/08/26	BACS	£636.60	Recycling Centre skip hire
4	SA Meacock	71	July 2026	BACS	£56.00	Pin Mill Orchard
	"	26	Sept 2026	BACS	£224.00	Pin Mill Common
5	Tony Gould	26015	August 2026	BACS	£134.99	IT Support, Microsoft 365
6	Matt Annis	26/07	26/07/26	BACS	£150	6hrs@£25ph gardening (Jubilee Gdns)
7	Chelmondiston Village Hall	1851	05/05/2026	BACS	£98.00	4x Village Hall Hire
TOTAL					£2,615.06	
PAID						
	Nest	Pension (ER)	July		£27.49	Mth 4 (July) - ER contribution
		Pension (EE)	July	DD	£36.65	Mth 3 (July) - EE conribution

Cllr Gravell proposed approval of items 1-7, Cllr Kirkup seconded, all in favour

18. Exclusion of Press and Public To resolve that, in accordance with the Public Bodies (Admission to Meetings) Act 1960, the press and the public be excluded from the meeting for the following item of business.

19. NALC update on 2026-27 National Salary Award – *To consider the implementation of the 2026/2027 NJC pay award, including any backdated payment.*

Noted and implemented

The Meeting was closed at 9.22pm

Signed by Chair…… Date……

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