CHILTON PARISH COUNCIL

Clerk Christine Hargan 4 Northfield Road, Onehouse, Stowmarket, Suffolk IP14 3HF
Telephone 01449 674727 email chiltonparish1@gmail.com

Associated Papers for Chilton Parish Council Meeting on 17th July 2023

Agenda item 23/71 Apologies

Agenda item 23/72 Declarations of interest

if there is an item on this agenda for which you have a pecuniary interest you will not be able to take part in any of the discussion or vote on a resolution. However, if you wish the council to consider your request for dispensation you will need to write to the clerk ahead of the meeting stating your reasons on why you should be given a dispensation, or to raise the item now.

23/74 Public Participation session – information for the Councillor reports can be found on the following links
Council news - Suffolk County Council News » Babergh Mid Suffolk

23/75 Planning
DC/22/06324 Discharge of conditions Chilton Woods CEMP extension agreed until 24 July

Update on Planning applications

Application Reference	Address	Description	Babergh DC Comments	Determination Deadline date
DC/23/01117	Grove Hall Chilton Grove	Change roof tile to natural Spanish Slate	granted	
DC/23/00917	Chilton Woods Mixed	Discharge of Conditions Application for DC/20/05183- Condition 6 (Mitigation License for	Awaiting decision	
DC/23/00908	1 Chilton Grove Bungalows Chilton	Application under S73a for Removal or Variation of Conditions following approval of DC/20/04474 -	granted	07/04/2023
DC/23/00919	Chilton Woods Mixed	Discharge of Conditions Application for DC/22/02336 - Condition 5 (Landscaping)	granted	
DC/23/00840	Chilton Woods Mixed	Application for a Non-Material Amendment relating to B/15/01718 - Amendment to the wording of	Awaiting decision	
DC/23/01865	Chilton Woods	Discharge of condition 42 for B/15/01718 Noise assessment	withdrawn	31/05/2023
DC/23/01587	Low Thatch Lavenham Road	Listed Building Consent - Replacement of front door. |	Granted	23/05/2023
DC/23/01928	8 Milner Road Chilton Industrial	Retention of existing use and inclusion of Class E(g)(iii) (Any Industrial process which can be	Granted	06/07/2023

23/76 Clerk's report and correspondence
Actions from the previous meeting

Minute	Action	Who	complete
22/90	**Request further action from Suffolk County Council for improvement of roundabout Churchfield Road, but not roundabout**	**PFM**	**ongoing**
23/514	**Pay vendors**	**Clerk**	✓
23/209	**Agree rewritten Churchyard Rules to clarify choice of design and stone**	**clerk**	**ongoing**
23/512	**Clerk to implement Councillor Vacancy procedure following the Parish Council meeting in June**	**Clerk**	
23/512 **23/66**	**Disruption at the Health Centre liaise with Police.** **Log additional Police report.** **Liaise with Police and NHS regarding barrier at the entrance to health centre**	**TF** **Clerk** **AA**	✓ ✓
23/512	**Draft response to CCllr Faircloth-Mutton regarding the Church Field Road, parking issue**	**Clerk**	✓
23/519 **232/611**	**Parish Council Website. Liaise with Cllr Symons and the company re choice of design and domain.** **Request Email addresses Christian name.surname@**	**Clerk** **Clerk**	✓ ✓

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	Provide photographs and dialogue for website	**All**	**Ongoing**
23/64	**Email CCllr Faircloth Mutton re Highways grass**	**AL**	✓
23/68	Raise new report email Tim Passmore, spcc@suffolk.police.uk.	**Clerk/AA**	✓
23/610	**Architect Brief to forward 3rd architect details to Clerk**	**Chair**	✓
23610	**Send architect brief to interested practices**	**Clerk**	✓
23/67	**Apply for grant to restart the Neighbourhood Plan. Applications for NP grants are closed, there have been no funds available in this financial year.**	**Clerk**	**Action not possible**
23/617	**Items for the next meeting** **Clerk contract of employment**	**Clerk**	
23/611	**Memorial Stone**		

Correspondence

BDC monthly update report from Babergh District council

BMSDC various including:

- Invite to Village Hall meeting 3 July 23
- Training bulletin
- Apologies and action plan for the fiasco re elections
- Community led planning/Lighter touch neighbourhood plan
- CIL training session
- Offer of hybrid facility for attending BDC planning meetings
- SALC various including:
- Vacancy bulletins
- Updates
-

General

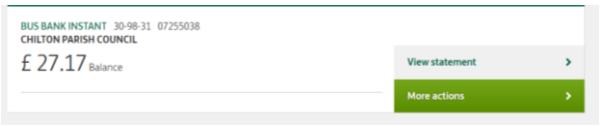
- Parish Council Websites regarding choice of domain and website template
- Architects regarding site visits
- ABCT Offer of a airfield memorial at a location TBA https://www.abct.org.uk/airfield-markers/marker-programme/
- No funding available for standard NP
- Norwich to Tilbury National Grid information
- Burial of Ashes – person has very tenuous association with Chilton
- Stone Writers re Two memorials side by side.
- New Sudbury Municipal Cemetery

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23/77 **Finance Report**





Chilton Parish Council

Bank Reconciliation to Date

	2022/23		2023-24	
	Budget	**To year end**	**Budget**	**YTD**
Income				
Balance Brought Forward from year end accounts				**29,560.42**
Bank Interest	50.00	0.04	0.00	27.17
Churchyard	0.00	0.00	0.00	0.00
Grants	513.50	966.52	486.00	0.00
Wayleave	9.20	9.20	9.20	0.00
other / refunds	0.00	273.32		0.00
VAT Repayment	500.00	2,246.26	500.00	0.00
Neighbourhood Plan grant funding	4,500.00	0.00	5,000.00	0.00
CIL	0.00		9,235.75	14,968.02
Precept	14,214.00	14,210.00	17,170.00	8,585.00
Village Hall			?	0.00
Total Income	**19,786.70**	**17,705.34**	**£32,400.95**	**£53,140.61**
Expenditure	gures exclude VAT where paid as it is reclaimed, and is shown as VAT pa			
Clerks Salary	6,000.00	5,111.45	6,500.00	1,437.50
Website and Email address development			1,000.00	262.15
Admin Expenses	1,080.00	1,861.35	1,610.00	149.99
Councillor and Clerk Training	800.00	633.00	1,000.00	0.00
Insurance	350.00	300.00	300.00	300.00
Annual Subs	390.00	243.80	400.00	212.66
Audit	300.00	90.00	300.00	170.00
Donations	250.00	158.50	250.00	0.00
Chairman's Allowance	200.00	0.00	200.00	0.00
Dog & Litter Bins	500.00	390.32	560.00	232.65
Footpaths	730.00	600.00	730.00	0.00
Churchyard / Memorial	650.00	3,915.33	2,000.00	1,350.00
Community Warden	2,300.00	2,416.05	2,300.00	146.90
Projects	1,500.00	1,838.60	4,000.00	0.00
Neighbourhood Plan	4,500.00	5,627.40	5,000.00	0.00
VAT Paid	500.00	1,349.12	500.00	128.34
Total Expenditure	**£20,050.00**	**£24,534.92**	**£26,650.00**	**£4,390.19**
Totals Income - Expenditure		**£15,851.07**		**£48,750.42**
Lloyds Bank Treasurer's Account	**31 March 2023**	**£29,626.42**	**7 July 2023**	**£48,723.25**
Lloyds Bank Savings Account	**31 March 2023**	**£29.11**	**9 July 2023**	**£27.17**
Total held in bank accounts				**£48,750.42**
cheques awaiting clearance				**£236.00**

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Difference in reconciliation = Cheque outstanding for Heelis and Lodge audit services

Income

£9.20 for Wayleave agreement

Authorise payments already made

None

Payments to be made

£487.50 Clerk Salary
£5.96 Expenses Cllr Foster
£648.64 Sudbury Town Council Warden Service
£66 hire of Gt Waldingfield Village Hall

23/79 **Burial authority matters**

Two further requests for memorials have been made and one request for interment of ashes where the deceased has only a vague connection with the parish, her husband was born in Chilton but has not resided in the village as an adult.

We need to decide whether to formally change the churchyard regulations – for clarity the clerk proposes tp amend clauses ii and add a new clause iii as follows:

Ii This is a country churchyard, which surrounds the historic St Mary's Church, therefore choice of design and stone which may be in keeping in an urban cemetery may be totally out of place in the historic and rural setting. The Parish Council must consider not only the wishes of the bereaved family, but also consider the families of the people already buried in the churchyard.

Iii Monuments in St Mary's churchyard must be in keeping with the simple design, stone and size of surrounding memorials.

23/710 Clerk contract of employment – draft attached to covering email

23/711 Airfields of Britain Conservation Trust offer of an airfield memorial please follow link for details Airfield marker programme . Response required to schedule for a presentation/dedication prior to December this year.

23/713 New Parish Council website and email addresses

23/714 Light NP can this be carried forward and invitations made for the next meeting?

End of Associated Papers