CHILTON PARISH COUNCIL

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

Minutes of the Chilton Parish Council Meeting held on 11th July 2023

23/71 Apologies for absence were received from DCllr Maybury CCllr Faircloth-Mutton

23/72 Declarations of interest

none

23/73 Minutes of the previous meeting

The minutes were agreed by the councillors who resolved that the Chair should sign them as a record of the previous meeting

23/74 Public Participation session

DCllr Clover Report

- Taylor Wimpey development. Ditch between the Chilton Woods development and properties in St Mary's Close. Ongoing issue with subsidence to gardens caused by volume of water. The issue appears to be caused by the SUD basins on both the Taylor Wimpey and Anderson housing developments. DCllr Clover is meeting with both developers in an attempt to resolve the issue.
- Anderson development mounds these appear to be made of spoil which may be contaminated with asphalt and other building waste. It is not a safe surface for children to play. These need to be removed as they are not on the planning application and the area should be public open space.
- Fly tipping of household and garden waste at the airfield
- Brick stacks at number 12 Carbonells are dangerous. Cllr Hart informed that the Parish Council had written requesting enforcement action some 4 or 5 years ago. BDC were unable to enforce at the time.
- There is also an issue with a pond in the garden which used to resolve the issues with flooding near the roundabout.
- A request has been made to cut trees and bushes obstructing the pavement between Anderson and the airfield on this narrow section of road and pavement
- Emails – using personal email is undesirable Clerk reported that the new website and associated email addresses are being rolled out this month

.23/75 **Planning**

DC/22/06324 Chilton Woods Discharge of Conditions Application for B/15/01718-Condition 30 (Construction Environmental Management Plan)

Resolved to comment CPC are unable to see where the amendments have been made. The purpose of the planning application is to make clear to people what has been amended – the existing discharge application does not do that.

DC/23/03294 Land At Chilton Industrial Estate, Northern Road, Sudbury, CO10 2YH 2no fibre exchange cabins, 10no air conditioning units, 2no generators, 1no service cabinet and 2.4metre high boundary fence and gate. Resolved Clerk to gain extension to discuss.

23/76 **Clerk's report**

Actions requested are noted in the action log in the appendix

Agree actions on **correspondence**

Antisocial behaviour Cllr Armitage has liaised with Clerk and Police and forwarded the correspondence to fellow councillors. Clerk to follow up with West Suffolk Foundation Trust, Further actions are noted in the action log

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23/77 **Finance**
From the **RFO Report** authorise payments made since last meeting and to be made and note income received since last meeting
RFO report was Acknowledged.
Resolved to pay invoices according to the schedule attached in the appendix with the proviso that the Parish Council website cheque being held until 1 August to ensure functionality of the website and email addresses prior to release.

23/78 Review any issues raised on **Footpaths** and other CPC owned **assets**
Nothing to report

23/79 Review of **Burial Authority** matters including an application for a memorial

a. Request for two memorials
Resolved happy to approve the inscription and style of memorial but the choice of stone is not approved. Clerk to invite the family via the stone mason to choose another stone.
b. Request for burial of Ashes Clerk to ask for more information on the connection with the Parish.
c. Sudbury Municipal Cemetery Lengthy discussion followed. Further discussion and details are necessary. Resolved Chair to ask Sudbury Town Clerk to clarify reasons for the choice of plot and raise concerns, at that point.

23/710 **Village Hall update**
To be discussed outside the meeting.

23/711 Council **website and email accounts** to be discussed outside the meeting. Clerk to forward email addresses and passwords and details of gaining access to the website.

Meeting closed at 11pm
The remaining agenda items to be discussed at the next meeting.

Date of next scheduled meeting is **Monday 18th September 2023** at Great Waldingfield Village Hall starting at 7.30pm

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Actions

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	✓
23/107/ 23/207 23/36 23/67 23/77	Neighbourhood Plan, research funding opportunities and apply for £5000 grant to complete the plan. Return of requested funds complete. Apply for new grant in April. Forward detail of short NP to councillors. There is no news on the light/short version of the neighbourhood plan this is developing under the government's Levelling Up programme 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 to find out what the benefits of the Community Led Plan are and invite two members of BDC team to a Zoom discussion to gain further information and balance that with a full Neighbourhood Plan. Gain information from Places for people Babergh people to talk to CPC at a separate meeting.	Clerk	ongoing
23/209	Agree rewritten Churchyard Rules to clarify choice of design and stone	clerk	
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. Darren Marshall is the beat officer Chase Health centre people CCTV must have evidence . suggest Police unmarked Police car, circulate Tim Passmore email.	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@ Provide photographs and dialogue for website	Clerk Clerk All	✓ ✓ ✓
23/64	Email CCllr Faircloth Mutton re Highways grass	AL	✓

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23/68	Raise new report email Tim Passmore, spcc@suffolk.police.uk.	**Clerk/AA**	✓
23/717	**Items for the next meeting** **Clerk contract of employment** **Offer of an Airfield Memorial** **Village Hall update** **Website and email accounts** **Light Touch Neighbourhood Plan**	**Clerk**	

Chilton Parish Council

Bank Reconciliation to Date

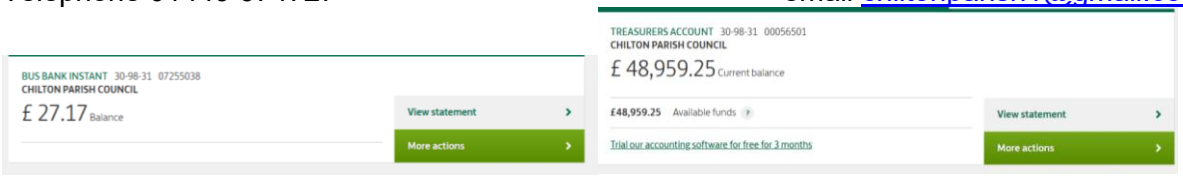
	2022/23		2023-24	
	Budget	**To year end**	**Budget**	**YTD**
Income				
Balance Brought Forward from year end accounts				**29,560.42**
Bank Interest	50.00	0.04	0.00	27.17
Churchyard	0.00	0.00	0.00	0.00
Grants	513.50	966.52	486.00	0.00
Wayleave	9.20	9.20	9.20	0.00
other / refunds	0.00	273.32		0.00
VAT 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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Income
£9.20 UK Power Networks 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
£881.82 BWP Creative Ltd Parish Council Websites Ltd
Resolved to pay

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Signed Date