

CHEDBURGH PARISH COUNCIL

AGENDA FOR ANNUAL GENERAL PARISH COUNCIL MEETING Monday 19th May 2025

Clerk: Vacant

Email: Chedburgh-pc@outlook.com

To: Cllr A Smith, Cllr S Sellars, Cllr M Rickard, Cllr S McGhee, Cllr H Simmons, Cllr C Pettit, Cllr JJ Jones, S C Cllr K Soons and W S D Cllr M Chester.

You are duly summoned to the next meeting of Chedburgh Parish Council to be held on **Monday 19th May 2025 from 7.30 pm in the Stirling Room at the Erskine Centre.**

Andrew Smith
Chair of the Parish Council
Chedburgh.pc.chair@gmail.com

Agenda

1	Election of the Chair and apologies for absence
2	Public Participation <ol style="list-style-type: none">1. Suffolk County Councillor Report2. West Suffolk Councillor Report3. Members of the Public
3	Declaration of Councillor's interests and signing of all forms
4	To Approve and Sign the Minutes of the meetings held on 3 rd March 2025
5	Elect the Vice Chair for the coming year
6	Elect the following portfolio holders <ol style="list-style-type: none">1. SALC representative2. Health & Safety and Risk Assessment Officer3. CCDRCC Representative4. Community Pantry Co-ordinator5. Community Speed Watch Co-ordinator6. Youth Council Co-ordinator7. Village and Emergency Plan Co-ordinator8. Village handyman Co-ordinator
7	Chair's Report and progress reports for information: <ol style="list-style-type: none">1. Update on the Parish Clerk2. Further responses to the proposed Gym Equipment
8	Parish Councillors reports <ol style="list-style-type: none">1. Cllr Sellars<ol style="list-style-type: none">i. Emergency plan, meeting update?2. Cllr McGhee<ol style="list-style-type: none">i. Feedback on VE Day 80ii. Community speed watch applicationsiii. VAS data & confirm new battery was purchased3. Cllr Rickard<ol style="list-style-type: none">i. Pantry & feedback forms4. Cllr Simmons<ol style="list-style-type: none">i. Youth Council – update on the first youth meeting

	<p>ii. CDCS Meeting Dates iii. Quiet Lane application – Queens Lane 5.</p>																																																																												
7	<p>Clerk's report and actions</p> <ol style="list-style-type: none"> 1. Insurance Renewal 2. Discuss Handyman's supplies/tool purchases 3. Defibrillator servicing 4. Sign for the gate – contact numbers 5. Gov. email addresses – ongoing 6. Land Registry for Erskine Centre – ongoing 																																																																												
8	<p>Planning Applications. <i>Nothing new</i></p>																																																																												
9	<p>To receive the Financial Officer's Report</p> <ol style="list-style-type: none"> 1. Discuss and sign off all bank transactions since the last meeting (self-governance) <i>NB By Virement means a payment not budgeted for (and does not come under a statutory power) but is a necessary expense for the running of the Council</i> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Invoice Number</th> <th style="width: 15%;">Total Paid £</th> <th style="width: 40%;">Payee</th> <th style="width: 30%;">Power and Statute</th> </tr> </thead> <tbody> <tr> <td>WFC00125</td> <td style="text-align: right;">18.00</td> <td>D Paxman WLFC Plants</td> <td>s137 LGA 1972</td> </tr> <tr> <td>WFC00225</td> <td style="text-align: right;">71.50</td> <td>D Paxman WLFC Plants</td> <td>s137 LGA 1972</td> </tr> <tr> <td>5295</td> <td style="text-align: right;">120.00</td> <td>McGregors Mulberry Grass</td> <td>ss9-10 Open Spaces Act 1906</td> </tr> <tr> <td>29619</td> <td style="text-align: right;">22.80</td> <td>SALC payroll 6 months</td> <td>s112 LGA 1972</td> </tr> <tr> <td>IW00125</td> <td style="text-align: right;">24.40</td> <td>I Wiseman printer ink & paper</td> <td>s112 LGA 1972</td> </tr> <tr> <td>5246</td> <td style="text-align: right;">12.00</td> <td>DBS Service Fee Charlotte Pettit</td> <td>s112 LGA 1972</td> </tr> <tr> <td>2609</td> <td style="text-align: right;">30.00</td> <td>CCDRCC Hire of Stirling Room</td> <td>s133 LGA 1972</td> </tr> <tr> <td></td> <td style="text-align: right;">4.25</td> <td>Service Charges Bank</td> <td></td> </tr> <tr> <td></td> <td style="text-align: right;">156.00</td> <td>P.Wright Pay April</td> <td>s112 LGA 1972</td> </tr> <tr> <td></td> <td style="text-align: right;">370.36</td> <td>I.Wiseman Pay April</td> <td>s112 LGA 1972</td> </tr> <tr> <td>PW00125</td> <td style="text-align: right;">50.56</td> <td>Screwfix Supplies P.Wright</td> <td>s112 LGA 1972</td> </tr> <tr> <td></td> <td style="text-align: right;">127.00</td> <td>HMRC P30 April</td> <td>s112 LGA 1972</td> </tr> <tr> <td>WFC00325</td> <td style="text-align: right;">23.50</td> <td>D Paxman WLFC Plants</td> <td>s137 LGA 1972</td> </tr> <tr> <td>PW00225</td> <td style="text-align: right;">17.99</td> <td>P.Wright Supplies Amazon Grease gun</td> <td>s112 LGA 1972</td> </tr> <tr> <td>PW00225</td> <td style="text-align: right;">18.48</td> <td>P.Wright Screwfix Supplies</td> <td>s112 LGA 1972</td> </tr> <tr> <td>PW002325</td> <td style="text-align: right;">20.38</td> <td>P.Wright Paintwell</td> <td>s112 LGA 1972</td> </tr> <tr> <td>WFC00425</td> <td style="text-align: right;">41.24</td> <td>D Paxman WLFC Plants</td> <td>s137 LGA 1972</td> </tr> <tr> <td>WFC00525</td> <td style="text-align: right;">16.95</td> <td>D Paxman WLFC Pond Liner</td> <td>s137 LGA 1972</td> </tr> </tbody> </table>	Invoice Number	Total Paid £	Payee	Power and Statute	WFC00125	18.00	D Paxman WLFC Plants	s137 LGA 1972	WFC00225	71.50	D Paxman WLFC Plants	s137 LGA 1972	5295	120.00	McGregors Mulberry Grass	ss9-10 Open Spaces Act 1906	29619	22.80	SALC payroll 6 months	s112 LGA 1972	IW00125	24.40	I Wiseman printer ink & paper	s112 LGA 1972	5246	12.00	DBS Service Fee Charlotte Pettit	s112 LGA 1972	2609	30.00	CCDRCC Hire of Stirling Room	s133 LGA 1972		4.25	Service Charges Bank			156.00	P.Wright Pay April	s112 LGA 1972		370.36	I.Wiseman Pay April	s112 LGA 1972	PW00125	50.56	Screwfix Supplies P.Wright	s112 LGA 1972		127.00	HMRC P30 April	s112 LGA 1972	WFC00325	23.50	D Paxman WLFC Plants	s137 LGA 1972	PW00225	17.99	P.Wright Supplies Amazon Grease gun	s112 LGA 1972	PW00225	18.48	P.Wright Screwfix Supplies	s112 LGA 1972	PW002325	20.38	P.Wright Paintwell	s112 LGA 1972	WFC00425	41.24	D Paxman WLFC Plants	s137 LGA 1972	WFC00525	16.95	D Paxman WLFC Pond Liner	s137 LGA 1972
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	2621	50.00	CCDRCC Hire of Stirling Room	s133 LGA 1972
	IW00225	4.50	Ring binder & Dividers	s112 LGA 1972
<p>Receipts: £13,000.00 WSC Precept</p> <p>2. Bank account balance as of 19th May 2025 [£14,026.86]</p> <p>3. Savings account balance as of 19th May 2025 [£16,532.68]</p> <p>4. Sign: 1. Audited accounts for 2024.</p>				
13	Agenda Items for next meeting			
14	Date of next meeting: Monday, 7 th July 2025			

Meeting ended at: