



**MINUTES OF THE PARISH COUNCIL MEETING HELD ON
MONDAY 18th JULY 2022 @ 6:00PM**

Present: Cllr J Bell, Cllr I Urwin, Cllr J Mew, Cllr J Clifford, Cllr P Steadman, Cllr L Tacey
Clerk – J Challis, RFO – S Budd, DC Cllr Warboys, Footpath Warden - Martyn Bryant,
1 member of the public

Apologies: None received

1 Chair's welcome and to consider and approve apologies for absence

Cllr Bell welcomed everyone to the meeting including the member of the public, and noted apologies received from CC Cllr Fleming. Cllr Tacey had advised in advance that she would be late joining the meeting.

2 To receive Declarations of Interest on Agenda items

None received.

3 To received Requests for Dispensations on Agenda items

None received.

4 To resolve the draft minutes of the Parish Council Meeting held on Monday 20th June 2022, are a true and correct record.

The minutes for the meeting held on 20th June 2022 were approved unanimously with one abstention (Cllr who was not present at the meeting).

5 Matters Arising/Update on actions from the 20th June 2022 Parish Council Meeting

All covered elsewhere on the agenda.

6 Report from County Councillor

CC Cllr Fleming sent her report in advance of the meeting, a copy of which can be found as an addendum at the end of the minutes.

7 Report from District Councillor

DC Cllr Warboys read highlights from his report which had been sent to councillors in advance of the meeting, a copy of which can be found as an addendum at the end of the minutes.

Cllr Bell thanked DC Cllr Warboys and proposed moving to Agenda item 17. Approved unanimously.

7:08pm DC Cllr Warboys left the meeting

(17 Correspondence received from Village Hall re Defibrillator)

The member of the public was present for this item on behalf of the Village Hall Committee and was given permission to speak by Cllr Bell.

7:10pm Cllr Tacey joined the meeting.

The member of the public present at the meeting held on 20th June 2022, in their capacity as Treasurer to the Village Hall, had emailed the Clerk after the meeting to ask if the defibrillator had been registered with the British Heart Foundation. If this had been done by the Parish Council they felt it would demonstrate ownership. The Clerk advised that she had spoken to the BHF upon receipt of this email, and they confirmed that the defibrillator has not been registered. There is also no record in any previous minutes relating to the council taking on ownership of the defibrillator. The member of the public present this evening said that they felt the Village Hall Committee would be agreeable to paying for the battery and replacement pads already ordered, if the Council were to take on responsibility going forward, including if this be by way of a new defibrillator. Cllr Bell clarified that the Village Hall Committee had ordered the new battery and pads without contacting the council to ask for assistance with the payment. After discussing, councillors agreed unanimously that due to the unknown history of the current defibrillator, and concerns that it is not an up-to-date model, they would seek to purchase a new machine, possibly situated in a more prominent location within the village, upon further advice from the local ambulance service, but would not pay for the new battery and pads ordered by the Village Hall, or take responsibility for the current defibrillator. Councillors also agreed to ask DC Cllr Warboys if a new defibrillator would be eligible for funding from his locality budget. The member of the public will report back to the village Hall Committee at their next meeting which is due to be held next week.

ACTION - Clerk to contact the local ambulance service, and DC Cllr Warboys as above

7:28pm the member of the public left the meeting.

Cllr Bell proposed moving to agenda item 20. Agreed unanimously.

(20 Footpath Warden's Report (Mr Bryant))

The Footpath Warden's report was sent to councillors prior to the meeting and can be found as an addendum at the end of the minutes.

In addition to his report, Mr Bryant advised that Suffolk Highways have responded to his report regarding health and safety concerns around the deep ditch and open drain on FP43, and will be installing a footbridge.

Cllr Bell thanked Mr Bryant for his update and report.

7:32pm Mr Bryant left the meeting

8 New Parish Councillor Co-Option

Deferred to next meeting.

9 Public Participation Session (15 minutes set aside)

None.

10 Six Bells Community Group – survey printing costs

Deferred to next meeting.

11 Chair's Report

All reported elsewhere on the agenda.

12 Clerk's Report

- Signage/bin audit – still waiting for a response from SCC regarding work required to the signs.
- War Memorial – no update regarding additional funding sources as yet.
- The 'Gislingham' sign for the B1113 has been ordered and will be erected with the new posts by Suffolk Highways when it arrives.
- The Jenny's Lane bridleway is part of Finningham Parish and has been reported to the Finningham Footpath Warden (see Footpath Warden's report).
- BMSDC Parish Trees, Hedgerows and Wildflowers Scheme 2022; BMSDC are repeating the scheme they ran in 2021 as part of a biodiversity action plan to provide free trees, hedgerow and wildflower plants. Full details have been forwarded to Cllr Clifford as Tree Warden, and all councillors. The deadline for applications is 31st August 2022.

ACTION

- **Clerk to progress signage/bin audit**
- **Clerk to progress funding investigation for war memorial**

RFO's Report

- A summary of reserves to 30th June 2022, and receipts and payments to 30th June 2022 were sent to Councillors prior to the meeting.
- All relevant AGAR and accounting documents were sent to the external auditor by the 30th June 2022 deadline.
- Cllr Steadman has conducted and approved the quarterly accounts check to 30th June 2022.

13 Book sale/PC attendance

Cllr Bell said that council presence at the book sale is becoming extremely difficult to commit to, due to not enough councillors being able to attend. After discussing, councillors agreed unanimously that the council would no longer attend the book sale, effective immediately. The council will not therefore be sharing the cost of hiring the village hall for the book sales with FOSM. The monthly article in the Messenger will still be published, and residents should direct any comments or concerns they may have to the Parish Clerk: clerk@gislinghamparishcouncil.com. Cllr Bell will also email FOSM to remind them that the next application for Grants and Donations is in September if they wish to apply. This will also be advertised in the September edition of The Messenger.

ACTION

- **Clerk to advise Chair of FOSM as above**
- **Clerk to advise the Village Hall Booking Secretary that the council will no longer be sharing the cost of the hall hire**
- **Cllr Bell to email FOSM as above**

14 Welcome Back Funding Dog bin location

The first bin has been installed on Burgate Road, by FP14, however MSDC have been unable to install the second bin in the location agreed between the Church and the Lovells estate. They have advised that it would be too close to resident's gardens, and requested the council select an alternative location. After discussing councillors agreed unanimously that it should be installed at the top of Back Street.

ACTION – Clerk to request permission from the landowner if necessary, and advise MSDC

15 Parish Council Communications

As the council has its own website and Facebook social media platforms, the Clerk requested that anything relating to council business is shared on the council's own platforms only. There is also the monthly article published in the Messenger magazine which is written by Cllr Bell and shared with councillors for approval before it is submitted to the Editor. As council decisions need to be made collectively, councillors need to discuss with full council before submitting anything for publication on behalf of the council.

Councillors acknowledged the reminder.

16 Correspondence received from Village Hall re Defibrillator

As above.

17 Neighbourhood Watch Report (Clerk)

The report can be found as an addendum at the end of the minutes.

18 Tree Warden's Report (Cllr Clifford)

Cllr Clifford reported that she has completed the 'Trees and the Law' module of the free online training courses she is attending, and has modules 3 and 4 still to do.

BMSDC Parish Trees, Hedgerows and Wildflowers Scheme 2022; Cllr Clifford said the issue is that the planting needs to be on public land. She will contact GUC, the Village Hall Committee, and the Church Warden to see if they have any areas that may be suitable for the wildflower planting, and request more detailed information from Richard Parmee BMSDC Biodiversity Officer.

ACTION – Cllr Clifford as above

19 Footpath Warden's Report (Martyn Bryant)

As above.

20 SID (Speed Indicator Device) Report

The SID report for July can be found as an addendum at the end of the minutes.

21 Parking/traffic concerns outside Gislingham Primary School

Cllr Tacey commented that fundamentally there needs to be a way of providing extra parking. There was a brief discussion, and it was agreed to defer the item to the September meeting once an update is received from CC Cllr Fleming, and the new school term starts.

22 New Grit Bins

Deferred.

23 Planning

- **DC/22/03235 Sundale, Finningham Road, Gislingham, IP23 8JG**
After discussing councillors agreed they have no objection to this application.

- **DC/22/03350 Lyndhurst, Stone Hall Lane, Gislingham, IP23 8JL**

After discussing councillors agreed they have no objection to this application.

ACTION – Clerk to add no objection comments to the MSDC planning portal for the above two applications

24 Charity Meadow

- **CCTV Update, including updated quotation** – The updated quotation was sent to councillors prior to the meeting and includes additional cabling taking into account the new route required, as the work will not now coincide with the new classroom installation, and also increases in material costs.
Cllr Bell proposed approval of the new quotation; seconded by Cllr Clifford and approved unanimously. Councillors agreed for the Clerk to instruct the supplier to proceed with the installation as soon as possible. The school is starting work to install the running track w/c 22nd August 2022, and the CCTV supplier hopes to coincide their work to lay the cable.
- **Play Area Working Party Update** – Cllr Steadman advised that the two members of the working party (non councillors) send apologies for being unable to attend the meeting. The basketball hoop has been repaired by a steel company, the mound slide has been repaired and painted, and the painting party went ahead on 29th and 30th June. There is now only a small amount of maintenance work left to do.
Cllr Urwin asked that he be included in all correspondence of the Working Party, both as a member of the Working Party, and Playground Co-ordinator and Health and Safety Lead. Cllr Bell thanked all members of the working party for their hard work, and said all members of the working party, and the Clerk, need to be kept updated.
- **Play Area Quotations** – All three quotations for the first stage (surfacing and under 6 play area) have been received and forwarded to councillors. The quotations do not show a direct comparison because each supplier provides different equipment; the Clerk suggested a decision needed to be made on what equipment to keep and replace in the under 6 area first, and whether it should be extended or not.
Cllr Bell proposed that the size of the under 6 area is adequate and does not need extending. Seconded by Cllr Mew and agreed unanimously.
After discussing further, councillors decided unanimously to the following changes in the under 6 area: the baby swings, rockers, seesaw rocker, and speakers will be kept. The TP will be taken out and the fort replaced with a new one. The surfacing will be one colour to prevent deterioration in the joints when more than one colour is used. The other areas of surfacing to be replaced as part of this stage are the mound slide, big swings, and cone climber (witches hat). The surfacing under the zip wire will not be included.
Cllr Mews said that due to the nature of his work, he may be able to replace the surfacing under the zip wire and will ascertain the costs involved and forward to the Clerk. The Clerk will ask each supplier to update their quotations as above. Councillors agreed that the quotations provided should not be dependant upon the supplier carrying out the work for the other stages of the play area.
- **Additional Litter bins** – deferred until CCTV is installed and all stages of the play area development are decided.

ACTION

- **Clerk to instruct CCTV supplier as above, and liaise with the school**
- **Clerk to request amended quotations as above**

25 Finance

Payment	Amount
Admin Payment July 2022 (Clerk & RFO)	£661.32
Clerk mileage expenses (June PC meeting & CCTV meeting)	£17.10
Hire of Village Hall (June meeting)	£20.00
SALC inv 26222 (CiLCA unit 4)	£66.00

(credit note 26239 received against SALC inv. 26178 CiLCA unit4)	
Top Garden inv. 1070 (Apr)	£360.00
Top Garden inv. 1136 (May)	£360.00
Top Garden inv. 1037 (June)	£360.00
David Hardman expenses (Playground Working Party – playground repairs)	£262.04
Lucinda Tacey expenses (Playground Working Party – paint)	£43.75
Steele General Services (Jet washing of play equipment)	£540.00
MSDC bin emptying 2022/23	£692.47
SLCC (CiLCA registration)	£410.00
Morelock Signs (Gislingham sign B1113)	£101.00

The RFO advised that Top Garden had invoiced the above three months grass cutting at a total of £380.00 per month, which is an increase of £7.50 per cut. The council has a contract with Top garden which runs from 1st April 2020 to 31st October 2023 at a fixed maximum cost of £2,400.00 per annum plus vat, for cuts at 14 day intervals during the cutting season. After discussing, councillors agreed unanimously to approve payment of £360.00 per month, as paid previously, and to query the increase with Top Garden.

Cllr Bell proposed approving all payments listed above en bloc; seconded by Cllr Steadman and approved unanimously.

Cllr Bell and Cllr Urwin signed a cheque prepared by the RFO for Cllr Tacey's expenses, and Steele General Services.

ACTION

- **Cllr Bell to pay remaining payments by bank transfer**
- **RFO to speak to Top Garden as above**

26 Training

Cllr Alexander and Cllr Tacey still to confirm which New Councillor Training dates they can attend.

ACTION – Cllr Alexander and Cllr Tacey to let the Clerk know which training dates they can attend

27 Policies and Reports

Next review date is September 2022.

28 'IN CAMERA'

29 Date of next meeting

The next Parish Council meeting will be held on Monday 15th August 2022 at 7pm in Gislingham Village Hall.

Meeting Closed at 8:57pm

County Councillor Report



July 2022

Gislingham Parish Council

Councillor Jessica Fleming, Hartismere Division, Suffolk

Jessica.fleming@suffolk.gov.uk Tel: 07714-597980 Twitter: @jesstfleming

Suffolk Archives Service in Bury - The County Council is assessing options for its Bury archives service, which will either remain at its current location on Raingate St. which needs substantial building upgrades, or a new location at Western Way. The latter site is being developed for leisure, health, education and other services close to W. Suffolk College. It is expected to open in 2025. Input from stakeholders was sought last month and a decision will be made by Cabinet later this year.

Council objects to EAG Norwich to Tilbury pylon proposals - Suffolk County Council has strongly objected to the current proposals for NG's East Anglia GREEN pylon route while acknowledging that a new regional network is needed given the Government's targets for renewables and grid decarbonisation. A motion was passed in full council on 7th July committing to seek details on the offshore alternative to EAG and to continue to oppose the project as it stands. Watch the debate (about 45 minutes in) on: [Suffolk County Council, County Council - 7 July 2022 - YouTube](#)

Stanton Scoping Report – West Suffolk Council is consulting on scoping proposals for the environmental impact assessment for the Stanton developments (DC/22/0987/EIASCO). The council has requested responses by 12th July but may take late responses. Email planning.help@westsuffolk.gov.uk, or refer to: <https://planning.westsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RCSW5RPD07800>

I have provided a response on behalf of those parishes in Mid Suffolk which may be affected requesting that they be kept informed and included in relevant assessments, particularly traffic.

Grass Verge Cutting Schedule - Information regarding the grass cutting schedule for Suffolk is available on the SCC Website. Unforeseen issues can affect the programme and this information is regularly updated:

Please see the Suffolk Highways C & U schedule here : <https://www.suffolk.gov.uk/assets/Roads-and-transport/Grass-cutting-2022/Grass-Cutting-Programme-Target-Dates-2022-CU-roads-070422.pdf>

Please see the schedule for A & B Roads here : <https://www.suffolk.gov.uk/assets/Roads-and-transport/Grass-cutting-2022/Grass-Cutting-2022-Actual-Target-Dates-AB-roads-SCC-Website-Update-Ver-3-250522.pdf>

For further information on grass cutting policy refer to: <https://www.suffolk.gov.uk/roads-and-transport/roads-pavements-and-verges/trees-grass-and-weeds/grass-cutting/>

District Councillor’s Report for Gislingham Ward: Mellis, Gislingham, Thornham, Wortham & Burgate, Wickham Skeith Parish Councils

July 2022

<p>Development Committee Meeting 6th July 22</p>	<p>This discussed and approved:</p> <p>The application seeks a temporary (40 year) permission, to reflect the expected lifetime of the equipment to be installed, for the proposed development of a battery energy storage system (BESS), after which the site would be reinstated and returned to the existing agricultural use.</p> <p>This 1.44-hectare site is part of a huge transformation of MSD Countryside. It is adjacent to an approximately 25 hectare substation site and surrounded by hundreds of hectares of Photovoltaic Arrays.</p> <p>This BESS is one of two which are part of National Grids plans to balance the electricity supply.</p>
<p>Canopy Survey Will T</p>	<p>Coming on-line is the “national Tree Map” – this identifies all trees over 3m.</p> <p>Why is this important? B&MSDC’s Combined Urban Forest is 9.4%, it sequesters 53,288 tonnes of carbon every year and this is valued at over £13.6 million.</p> <p>In addition, annual pollution removal and annual avoided run off give a total of £63.6 million in benefits.</p> <p>Data will be available at ward level.</p> <p>Quantifying this significant asset will help in developing a strategy to improve and develop it and also to help protect it.</p> <p>Suggested ways forward:</p> <ul style="list-style-type: none"> • Gap filling in existing habitat networks, increasing biodiversity • Increased tree diversity within the population (resilience to pests and disease) • Pollution interception – areas within 10m of a road. • Runoff reduction – areas at risk of flooding. • Suitable land to create woodland. <p>To wet your appetites this is a useful link:</p> <p>Natural England Green Infrastructure mapping tools. https://designatedsites.naturalengland.org.uk/GreenInfrastructure/Map.aspx</p>
<p>Biodiversity Project Manager</p>	<p>Richard Parmee, responsible for:</p> <p>Managing delivery of biodiversity action plan</p> <p>Tree and hedgerow planting scheme, applications out to parishes by the end of July 2022</p> <p>Wildflower meadows</p> <p>Changes to verge mowing regimes</p>
<p>RAWS Recycling and waste strategy</p>	<p>The Environment Act 2021 requires significant changes to Council waste services, building on the policies originally published in the Resource and Waste Strategy (RAWS) including:</p> <ol style="list-style-type: none"> 1. A consistent set of materials recycled across the country 2. The introduction of Extended Producer Responsibility (EPR) making packaging producers responsible for the costs of collecting and processing it to drive reductions in packaging and improved design for recycling. 3. A Deposit Return Scheme (DRS) <p>Suffolk Waste Partnership have examined various options and proposed there will be five bins: refuse, 2 recycling paper and card separate to plastics, glass, metal cans and cartons,</p>

	<p>food and garden. Refuse collected three weekly, food weekly, garden fortnightly, recycling fortnightly but out of sync with residual – four week rotation.</p> <p>This is now being discussed and will be clarified this summer.</p>
MSDC Cabinet July 4th	<p>In addition to the approval of the Housing Revenue Account Business Plan for the next five years the cabinet also: delegated authority to the Assistant Director for Housing, in consultation with the Portfolio Holder for Housing to make minor changes to the Empty Homes Policy This was because there is a demand for housing in the Mid Suffolk District and long- term empty properties, at present 528 in Mid Suffolk, which could otherwise be made available for; sale, rent or owner occupation are a wasted housing resource and give rise to complaints. Resources have been allocated to advise and support owners in bringing the properties in to use. As a last resort, a Compulsory Purchase Order (CPO) could be applied for and the Empty Homes Policy will help satisfy the Secretary of State of the process the Council has taken.</p>
Locality Grant scheme 2022/23	<p>The next round of Locality Grants is now open. Although the deadline is not until March 2023, I welcome applications from community groups. Details are available on the website https://www.midsuffolk.gov.uk/communities/grants-and-funding/locality-awards-guidance/. Please contact me in the first instance. I have already used some of the funding to support the Jubilee Celebrations throughout Gislingham ward.</p>

Cllr. Rowland Warboys (Green Party)
MSDC
Email: rowland.warboys@midsuffolk.gov.uk
Tel. 01379 783412 Mobile: 07484 186121