



**GISLINGHAM  
PARISH COUNCIL**



*Working for our Community*

**Clerk: Ms Jane Challis  
75 Shelfanger Road  
Diss, IP22 4EH  
Tel: 07796 410694**

**Email: [clerk@gislinghamparishcouncil.com](mailto:clerk@gislinghamparishcouncil.com)**

I hereby give notice that a meeting of Gislingham Parish Council will be held in Gislingham Village Hall on **Monday 21<sup>st</sup> March 2022 commencing at 7.00pm.**

Councillors are summoned to attend. The Press and the Public are invited to attend.

The Parish Council, members of the public and the press may record, film, photograph or broadcast this meeting, when the public and the press are not lawfully excluded. Any member of the public who attends a meeting and wishes to record, film, and photograph or broadcast the meeting should advise the Chair prior to the commencement of the meeting.

J Challis  
Parish Clerk  
16<sup>th</sup> March 2022

## **AGENDA**

- 1** Chair's welcome and to consider and approve apologies for absence
- 2** To receive Declarations of Interest on agenda items
- 3** To consider requests for Dispensations on agenda items
- 4** To resolve the draft minutes of the Parish Council Meeting held on Monday 28<sup>th</sup> February 2022 are a true and correct record
- 5** Matters Arising / Update on actions from the 28<sup>th</sup> February 2022 meeting
- 6** Report from County Councillor
- 7** Report from District Councillor
- 8** Public Participation Session (15 minutes set aside)
- 9** Six Bells Inn - confirmation of Development Committee meeting on 23<sup>rd</sup> March 2022 at MSDC, Endeavour House, Ipswich
- 10** Chair's Report
- 11** Clerk's Report
- 12** RFO's Report
- 13** Watson Bowl & Volunteer of the Year Award – Request in the Messenger, Gislingham Parish Council Website and Facebook page for nominations; details in the April Messenger Publication
- 14** Annual Parish Council Meeting & Annual Parish (Village) Meeting arrangements
- 15** Neighbourhood Watch Report (Cllr Tranter)
- 16** Tree Warden's Report (Cllr Clifford)
- 17** Footpath Warden's Report (Mr Bryant)
- 18** SID (Speed Indicator Device) Report
- 19** Book Sale/Coffee Morning Report and Rota
- 20** Gislingham United Charity Parish Council Nomination Request
- 21** Grant & Donation Requests
  - Gislingham Woman's Institute

- Bacton Bowls Club
- 22** Charity Meadow
- CCTV Update
  - Play Area
- 23** New Dog Bin Locations
- 24** Request to have an additional Litter Bin outside the 'Old Post Office'
- 25** Queen's Platinum Jubilee 2022 – update from Cllr Tranter
- 26** Spring/Summer Litter Pick
- 27** 3<sup>rd</sup> Party Street Lighting Inventory 2021/22 Approval
- 28** Finance
- Admin Payment for **March 2022** (Clerk & RFO) - **TBA**
- Holiday pay against additional hours (Clerk & RFO) - **£129.01**
- Clerk mileage expenses (March) - **£8.55**
- Hire of Village Hall (February) - **£20.00**
- Expenses Cllr Bell (mileage re Ipswich banking) - **£22.50**
- SCC Annual Street Lighting & Maintenance - **£938.99**
- 29** Training
- 30** Policies and Reports
- Audit Plan
  - CCTV Policy
  - Data Protection Policy
  - Internet Banking Policy
  - Privacy Policy
  - Reserves Policy
  - Safeguarding Policy
  - Staff Appraisal Policy
  - Transparency Code
- 31** Standing Orders
- 32** Financial Regulations
- 33** Asset Register
- 34** Risk Assessment & Management
- 35** Internal Controls
- Internal Control & Internal Audit Effectiveness Review
  - Internal Control Statement Approval
- 36** IN CAMERA
- 37** Date of the next meeting 25<sup>th</sup> April 2022 at 7pm in Gislingham Village Hall