

*Working for our Community*

**GISLINGHAM  
PARISH COUNCIL**

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

Notice is given that the **ANNUAL PARISH COUNCIL MEETING** will be held in Gislingham Village Hall on **Monday 20<sup>th</sup> May 2024** following the **ANNUAL VILLAGE MEETING** starting at **7pm**.

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.

**Gislingham Parish Council**

13<sup>th</sup> May 2024

## **AGENDA**

- 1 Election of Chair of Gislingham Parish Council **2024/2025**
- 2 Election of Vice-Chair of Gislingham Parish Council **2024/2025**
- 3 To sign Acceptance of Declaration of Officer – All Councillors
- 4 New Register of Interests – All Councillors
- 5 Councillor consent to receive summons electronically
- 6 New Chair’s welcome and to consider and approve apologies for absence
- 7 To receive Declarations of Interest on Agenda Items
- 8 To consider requests for Dispensations on Agenda Items
- 9 To resolve the draft minutes of the Parish Council Meeting held on **15<sup>th</sup> April 2024** are true and correct record
- 10 Matters Arising / Update on actions from the meetings held on **15<sup>th</sup> April 2024**
- 11 Election of Chair of Staffing Panel
- 12 Councillors to consider if they wish to have a **Planning Committee**
- 13 Councillors to consider if they wish to have a **Finance Committee**
- 14 Dates for future meetings to be held at the Village Hall at 7pm

<b>2024</b>	<b>2025</b>
Monday 17 <sup>th</sup> June	Monday 20 <sup>th</sup> January
Monday 15 <sup>th</sup> July	Monday 17 <sup>th</sup> February
Monday 19 <sup>th</sup> August	Monday 17 <sup>th</sup> March
Monday 16 <sup>th</sup> September	Monday 28 <sup>th</sup> April
Monday 21 <sup>st</sup> October	
Monday 18 <sup>th</sup> November	
Monday 16 <sup>th</sup> December	

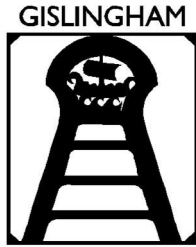
- 15 Buses Update
- 16 Clerk's Report
- 17 RFO's Report and to elect overseer of the Finances to be carried out every 3 months
- 18 Asset Register Updated
- 19 Neighbourhood Watch Report (Cllr Tranter)
- 20 Footpath Warden's Report (Mr Bryant)
- 21 SID (Speed Indicator Device) Report (Mr Wells)
- 22 Public Participation
- 23 NG Pylons
- 24 VAS Device update
- 25 CIL Report approval
- 26 Internal Audit and Terms of Reference
- 27 Co-option of new councillors
- 28 GUC Representative (any applicants)
- 29 Planning
  - DC/24/00810 - 3 Broadfields Close, Gislegham, IP23 8HY
  - DC/24/01862 - West End Farm, The Common, Mellis, Eye Suffolk IP23 8EF

30 Finance

Admin Payment (May 2024)	£
Cllr Bell mileage – <b>Diss for Watson Bowl etc. Co-op Bank Ipswich, The Hold Ipswich etc</b>	£55.80
Watson Bowl, (using Parish Council debit card) will get receipt	£50
Volunteer of the Year Salver Engraving (using Parish Council debit card) will get receipt	£15
Hire of the Village Hall (April)	£20
Volunteer Expenses – Stuart Wells- Sheer Nuts for VAS	£9.19

- 31 Training
- 32 Policies
  - Data Protection Policy
  - Internal Control Statement & Report
  - Privacy Policy
  - Risk Assessment & Management Policy
  - Code of Conduct
  - Health & Safety
- 33 IN CAMERA

Date of the next meeting **Monday 17<sup>th</sup> June 2024** at 7pm in Gislegham Village Hall



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