



**GISLINGHAM
PARISH COUNCIL**



Working for our Community

**Clerk: Ms Jane Challis
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**FINAL OF THE PARISH COUNCIL MEETING HELD BY ZOOM VIDEO LINK ON MONDAY
26th APRIL 2021 @ 6PM**

Present: Cllr J Bell, Cllr C Tranter, Cllr J Clifford, Cllr I Urwin, Cllr D Kearsley, Cllr J Mew
Clerk – J Challis, RFO – S Budd , Footpath Warden - M Bryant
DC Cllr R Warboys

Apologies: Cllr F Oliver, CC Cllr J Fleming

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

Cllr Bell welcomed everyone to the meeting and approved apologies received from Cllr Oliver.

2 To receive Declarations of Interest on agenda items

Cllr Bell declared a non-pecuniary interest against item 15 as a Governor of Gislingham Primary School.
Cllr Urwin declared a non-pecuniary interest against item 15 as a parent of a pupil of Gislingham Primary School.

3 To consider requests for Dispensations on agenda items

None requested.

4 To resolve the draft minutes of the Parish Council Meetings (via Zoom) held on Monday 15th March 2021 and Wednesday 24th March 2021 are a true and correct record.

The minutes for 15th March 2021 (via zoom) were approved unanimously.
The minutes for 24th March 2021 (via zoom) were approved unanimously with 2 abstentions (Cllrs who were not present at the meeting).

5 Matters Arising / Update on actions from the 15th March 2021 and 24th March 2021 meetings.

- The Clerk confirmed that MSDC have approved the CIL Running Track Application from Gislingham Primary School.
- New picnic benches on Charity Meadow – on hold until CCTV has been decided.
- Third quotation for play equipment repairs – still waiting for this. The Clerk confirmed that CIL funds can be used to pay for the repairs.
- The new dog bins and litter bins have been delivered and we are waiting for MSDC to arrange a date to install them at a cost of £20 per bin, including disposal of the old bin.
- CCTV –agenda item 16.
- Suffolk Police Design Out Crime – agenda item 16.
- The Clerk has added all policies and procedures approved in March to the website.

Cllr Bell suggested moving item 13 up the agenda as the Footpath warden had to leave the meeting early – approved unanimously.

6 Footpath Warden Report

Mr Bryant read out his report, a copy of which can be found as an addendum at the end of the minutes.

Locations for the new dog waste signs were discussed. Mr Bryant suggested attaching them to the finger signposts or making new wooden signs to stick them onto which can then be moved around as necessary. This will be a future agenda item.

Cllr Bell thanked Mr Bryant for his hard work and commitment in maintaining the footpaths.

ACTION Clerk to add dog waste sign locations as a future agenda item.

6:18pm Mr Bryant left the meeting

7 Report from County Councillor

CC Cllr Fleming sent apologies in advance of the meeting advising there would be no report this month due to purdah.

8 Report from District Councillor

DC Cllr Warboys read out his report, a full copy of which can be found as an addendum at the end of the minutes.

Biodiversity Tree and Hedge Planting – a webform has gone out as per agenda item 17 for parish and community groups where interested parties who own land can receive free trees and hedgerow plants to plant next autumn/winter. Tree warden Cllr Clifford advised she had written an article for the Messenger asking residents if they wished to get involved. The web form needs to be submitted by 20th June 2021.

Cllr Urwin asked for an update on the bus routes. Cllr Warboys advised that he has already asked MSDC and will flag it again with Katherine Davies.

Cllr Bell asked the Clerk to add bus routes to the June Agenda.

ACTION

- **Tree Warden Cllr Clifford to submit webform by 20th June.**
- **Clerk to add bus routes to June agenda.**

9 Public Participation Session (15 minutes set aside)

No members of the public present.

10 Chair's Report

- Cllr Bell, Cllr Urwin and Cllr Clifford met Phil Kemp from Suffolk Police Design Out Crime at Charity Meadow to discuss the issues with vandalism, littering, and anti-social behaviour.
- Cllr Bell and Cllr Urwin met with Lee East from Inn-House Technology to discuss CCTV on Charity Meadow.
- Cllr Bell attended two webinars; SALC Communications & Engagement, and CAS Village Halls Re-opening after Covid.
- Cllr Bell has written a piece for the Messenger on the problems being experienced at Charity Meadow.

11 Clerk's Report

- Grass cutting (footpaths) - MSDC have sent through their insurance documentation and will carry out the first cut next month.
- A complaint has been received from a resident regarding access/bollards on Broadfields Close (full details were sent to Cllrs prior to the meeting). The complaint has been logged with MSDC and Highways. MSDC have now installed a new bollard.
- Playground Repairs – BMSDC Community Grants team contacted to see if there is any alternative funding available.
- Provider to empty refuse bin on Charity Meadow – MSDC have agreed to empty both bins
- Website – policies and documents updated.
- Replacing damaged signage in the village –ongoing.
There is no update regarding the missing Gislingham sign.
- Charity Meadow Play Equipment Repairs – still awaiting third quotation.
- Charity Meadow CCTV – Inn-House Technology have advised that the most effective solution would be to obtain a mains power supply from the school. The Clerk has contacted the Headteacher who would like to arrange a site visit to discuss.
- Speedwatch – A request was received from the Speedwatch Co-ordinator for funding of £300 for a new Speed indicator device. Councillors discussed this request and were in full support of updated equipment being purchased by Speedwatch
Cllr Urwin proposed, Cllr Tranter seconded, and unanimously approved.

ACTION

- **Clerk to seek update on missing Gislingham sign.**
- **Clerk to arrange meeting between Councillors, Gislingham Primary School, and Inn-House Technology to discuss CCTV proposal.**
- **Clerk to advise the Speedwatch Team Co-ordinator that the Council has approved purchase of the speed indicator device, obtain bank details for payment and request a receipt for our records.**

12 RFO's Report

The RFO sent a summary of the Reserves, and Receipts and Payments to Councillors before the meeting.

- Internal Audit – in process of sending all required information to T Brown
- End of year accounts - almost complete
- VAT reclaim – to be submitted online
- Waiting for further advise from PFK Littlejohn re external audit

Cllr Bell commended the RFO for the brilliant job she is doing.

13 Neighbourhood Watch Report

Cllr Tranter sent his report to Councillors prior to the meeting, a copy of which can be found as an addendum at the end of the minutes.

Cllr Clifford advised that she had been made aware of possible dog thieves in the Hartismere area, and a few months ago had also witnessed two individuals acting suspiciously on the Burgate Road, who with hindsight she now believes may have been looking for dogs to steal.

14 SID (Speed Indicator Device) Report

The SID report was forwarded to Cllrs prior to the meeting and can be found as an addendum at the end of the minutes.

It was noted that the average speed was low, possibly due to Speedwatch restarting.

15 Planning

- DC/21/01725 – Gislingham CE Primary School, Broadfields Road, Gislingham, IP23 8HX
Cllr Bell reminded Cllrs that Cllr Urwin and herself had declared a non-pecuniary interest against this item and handed over the host to Vicechair Cllr Tranter.
Cllr Mew commented that a car park to the rear of the school would help with the parking directly in front of the school and make Charity Meadow more visible.
After discussing Cllrs agreed they had no objection to the application and Cllr Tranter handed the host back to Cllr Bell.
- DC/21/01711 – 6, Columbine Way, Gislingham, IP23 8HL.
Cllrs agreed they had no objection to this application and approved the following comment to be added to the planning portal:
Gislingham Parish Council have no objection to this application, but we request that the work carried out be undertaken with the aim of protecting the tree and preventing damage to it. To protect the tree and ensure it can continue to act as a carbon sink and provide a habitat for wildlife, the work must be professional pollarding, not topping. We request that any work be done at a time when it will not affect the nesting season for birds.
- DC/21/01710 – 7, Columbine Way, Gislingham, IP23 8HL.
Cllrs agreed they had no objection this application and approved the following comment to be added to the planning portal:
Gislingham Parish Council have no objection to this application, but we request that the work carried out be undertaken with the aim of protecting the tree and preventing damage to it. To protect the tree and ensure it can continue to act as a carbon sink and provide a habitat for wildlife, the work must be professional pollarding, not topping. We request that any work be done at a time when it will not affect the nesting season for birds.

ACTION Clerk to note stance and agreed responses for all three applications on the MSDC Planning Portal.

16 Charity Meadow

- **Damage**
- **CCTV**
- **Signage**
- **Littering**

Phil Kemp from Suffolk Police Design Out Crime, met with Cllrs at Charity Meadow to advise on the littering, vandalism, and anti-social behaviour problem. A copy of his report can be found as an addendum at the end of the minutes.

Points noted were that every incident needs reporting directly to the police which has not been happening and the area should be made less secluded by using it as much as possible. Phil Kemp also strongly recommended installing a number of CCTV cameras.

Lee East from Inn-House Technology also met with Cllrs to discuss CCTV options. His recommendation was to approach the School for a mains power supply. The Headteacher would like a site meeting to discuss this proposal, which the Clerk is in the process of arranging as per item 11 on the agenda.

A discussion took place which included suggestions for activities and village clubs to make Charity Meadow more of a community used space and increase footfall.

Cllr Bell advised that as the Parish Council only lease the area where the play equipment is situated, GUC would need to be contacted to obtain permission for any other activities.

After discussing, it was agreed to ask GUC if they would allow Charity Meadow to be used for other activities, to then find out whether CIL money could be used to fund any clubs or activities, and to ask residents what activities they would like to see.

ACTION – Clerk to contact GUC regarding other activities on Charity Meadow.

17 MSDC Tree, Hedge and Wildflower Planting Initiative

Discussed under item 8.

18 Face to Face Meetings

- **SALC Communications & Engagement Webinar**
- **CAS Village Halls Re-opening after Covid Webinar**

The outcome of Hertfordshire CC's High Court case seeking remote meeting legislation to be made permanent is still unknown, therefore face to face meetings are due to resume on 17th May 2021. Cllr Bell advised that the webinars she had attended highlighted the need for sanitising the village hall or any other venue before and after face to face meetings, plus ensuring 2m social distancing is adhered to, which would limit the number of people able to attend. Also as there is no Wi-Fi connection within the village hall a hybrid (part remote part face to face) meeting would not be possible.

Payments - SALC have confirmed that payments were not affected by Covid 19 legislation, so councils may continue with online banking so long as it is set up within their Internal Controls. Cllrs agreed unanimously to continue with online banking.

19 Finance

Admin Payment (Clerk & RFO) - **£597.40**

Clerk expenses (mileage to take new bins to Gislingham after being delivered to Clerk's address in error) - **£9.00**

Zoom Subscription for April meeting (Direct from Co-op Bank account) - **£14.39**

SALC Membership Subscription 2021/22 - **£429.80**

SCC (Streetlighting maintenance/energy costs) - **£940.46**

Elmswell Parish Council (Playground Inspectors Course/exam Cllr I Urwin) - **£200.00**

Cllr I Urwin expenses (travel costs Playground Inspectors course) - **£60.00**

Purchase of Bin Liners for the Litter Bin on Charity Meadow (Direct from Co-op Bank Account) - **£5.80**

Agreed unanimously

SALC invoice for New Councillor Training x two modules - **£60.00**

SALC invoice for New Councillor Training x four modules - **£150.00**

Agreed unanimously but will not be paid yet as payment dates are 11th and 13th June 2021.

Action Cllr Bell to pay approved invoices by BACS.

20 Annual Parish Council Meeting and Annual Parish Village Meeting Arrangements 4th May 2021

Cllr Bell confirmed that Cllrs, the Clerk, and RFO were aware of the arrangements.

ACTION Clerk to ensure all invitations are sent out.

21 Training

Cllr Bell – SALC HR Webinar – 28th April

This has been moved to 26th May 2021

Agreed unanimously for Cllr Bell to attend

22 IN CAMERA – Watson Bowl

23 Date of the Annual Parish Meeting will be on Tuesday 4th May 2021 following the Annual Village Meeting which commences at 6pm via Zoom.

Meeting Closed at 8:23pm

Footpath Report April 2021

Follow up from my last report.

FP57 running past Jenny's Farm. Report back from SCC, no action to be taken until the flooded path has gone. They will then carry out remedial work to eliminate future flooding.

FP43/44, both paths have now been wheel marked. I had reported this last year, but no action was taken, so pleased that they are now walkable. These paths cross over the large field from Back Street.

FP003 which passes through Highlands Farm (main Rickinghall/Finningham Rd), the stile has now been modified and is easier to get over.

FP007 – Northlands Lane, the dangerous fallen trees have now been removed by the SCC contractor.

There are still a few paths that still requiring wheel marking. I have contacted SCC for an update. (FP001/41/56), plus added some more that require wheel marking.

The woodbark has not been put on the path from the Lovell estate and Coldham Lane as yet. Although the path has dried out, if it rains again it will become muddy. I will also be asking what the update is for the footpaths around Redhouse Farm.

I plan to replace the old Waymarkers within the next 2 weeks.

DISTRICT COUNCILLOR'S REPORT APRIL 2021

<p>Current COVID - 19 Information</p>	<p>Since March 2020, 6,237 business grants worth £30,041,539 have been paid to businesses in Mid Suffolk. On 31st March the COVID support grant scheme ended. However, there are still grants to help with business rates and a new Restart Grant to help retail businesses open safely with a second phase to help the hospitality, leisure and personal care businesses.</p> <p>Businesses in Babergh and Mid Suffolk who have had to close their doors to customers or have been significantly financially impacted by Covid-19 restrictions, may be eligible for support. Further info. https://www.midsuffolk.gov.uk/features/support-available-for-businesses-in-babergh-and-mid-suffolk</p> <p>The numbers of COVID-19 cases and deaths are on the Suffolk public health site which can be accessed at: HTTPS://www.healthysuffolk.org.uk/jsna/coronawatch</p>
<p>Advance notice - elections</p>	<p>B&MSDC will be observing a pre-election period moratorium (purdah) in respect of the forthcoming Police and Crime Commissioner and Suffolk County Council Elections on Thursday 6 May 2021. The moratorium will run from 25 March 2021 – the date that the notice of election is published – through to 7 May 2021. Please note that the Mid Suffolk full council meeting will not be affected as the notice will be published after the meeting has concluded.</p>
<p>Biodiversity</p>	<p>Will Birchnall Corporate Manager - Public Realm, Planning and communities, has looked into tree canopy surveys with Islington who have surveyed their trees to gain a monetary asset value. Tree and hedge planting. Web form for parish and community groups will be going out and running through March. Interested parties who own land can receive free trees to plant on their land next autumn/winter. Tree wardens will be involved and have helped to develop this form. Meadow planting – open spaces and verges. Procurement team were re-deployed on business grants. This is being done now. Will B is scoping potential sites. Plan is for Yellow-Rattle seeding in Autumn. Two other pieces of equipment are purchased including scarifying machine.</p>
<p>Sustainable Transport</p>	<p>Katherine Davies - new sustainable transport officer in post now. Working with County, looking at Local Transport Plan. Mechanism to capture views of communities will include a mapping tool where communities think routes should be instated. Parish Councils can register. Cycling facilities can also be mapped. A vision document will set out intent for plan.</p>
<p>Gateway 14 FREE-PORT BID</p>	<p>As detailed in our recent briefing notes, Gateway 14 Ltd has submitted a planning application to Mid Suffolk District Council for the development of Gateway 14, a mixed-use business park planned for land adjacent to junction 50 of the A14 in Stowmarket, Suffolk.</p> <p>We are delighted that Gateway 14 is one of a variety of sites in our region to be granted Freeport status, as recently announced by Chancellor Sunak.</p> <p>The government’s Freeports initiative aims to attract major domestic and international investment and offers a wide range of tax reliefs, simplified customs procedures and support to promote regeneration and innovation.</p> <p>In our region, Freeport East – a partnership made up of businesses and local government – has stated that its ambition is to create manufacturing, green energy and innovation hubs that capitalise on the unique qualities of the Eastern Region and will become an important part of the post-Covid recovery.</p>
<p>Local Plan</p>	<p>On Wed 31/03 Tom Baker Asst Director Sustainable Communities announce:</p> <p>Dear Councillors,</p> <p>This email is to inform you that we have today submitted the Joint Local Plan for independent examination by the Secretary of State.</p>

	<p>“This is a significant milestone for our councils and I would like to thank all those involved in the process so far, including our councillors, communities, officers, and other stakeholders.</p> <p>Following both councils opting to prepare a Joint Local Plan in 2016, careful consideration has been given to how the districts will balance the delivery of housing growth, important infrastructure, and essential employment, while safeguarding our natural and historic environment until 2037. Residents, local businesses and other stakeholders were invited to have their say on proposals at a public consultation in 2017, when more than 14,000 representations were received. This helped inform the preferred options consultation in July 2019, during which a further 4,000 comments were made by consultees. Public feedback has been reflected in the final version of the plan, which outlines how and where future development should take place – enabling Government housing targets to be met, whilst also supporting the councils’ ambition to build thriving communities</p>
<p>Council Meeting 25th March</p>	<p>In a rare moment of unanimity the full council voted in favour of the motion:</p> <p>That the Council carries out a review of green space to ensure that it is optimising the biodiversity and wellbeing aspects of natural and amenity green space in Mid Suffolk. This was proposed by Cllr Rachel Eburne (Green Party) and seconded by Cllr Jessica Fleming (Cons.)</p> <p>The Council has already agreed to prepare supplementary planning guidance to support its biodiversity commitments, and inclusion of well-designed green spaces as a material consideration for all new housing developments would add a health and wellbeing element to the biodiversity programme; the Council is urged to set out a time frame which is consistent with the new Joint Local Plan implementation.</p>
<p>End to Virtual Meetings after May 7th</p>	<p>Updated guidance has been published following confirmation that emergency legislation regarding virtual council meetings will not be extended.</p> <p>The legislation allowing virtual meetings for local government expires on 7th May, but the COVID regulations do not allow meetings in person until after 17th May. There is an appeal about extending the legislation for virtual meetings at the end of April, so we await further instructions about how meetings will be conducted next month.</p> <p>Next Full council Meeting 24th May.</p> <p>https://consult.communities.gov.uk/local-government-stewardship/local-authority-remote-meetings-call-for-evidence/</p> <p>The above is a link to a survey asking for evidence of the current arrangement allowing meetings to take place virtually. Closes 17th June</p>

Councillor Rowland Warboys
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NEIGHBOURHOOD WATCH REPORT APRIL 2021

I have been advised of a new scam going around text or email from HSBC, advising you that your account has been hacked asking you to temporarily put your funds into a holding account whilst HSBC sorts the problem and opens a new account for you .. **IT IS NOT FROM HSBC, IF YOU TRANSFER YOUR FUNDS THERE IS A VERY GOOD CHANCE THAT YOU WILL NEVER SEE THEM AGAIN. BANKS DO NOT CONTACT YOU OTHER THAN BY SECURE MEANS AND WILL NEVER ASK YOU FOR YOUR BANK DETAILS WHEN THEY CONTACT YOU.**

Individuals doing the rounds selling digital aerial photos of your property at £ 65 each (quickly reduced to 3 50 for cash !!) (£5 frame and pic, 2 years ago they were asking £25!!) I enquired what sort of aircraft they use -- did not get an answer, only the withdrawal of the offer and a rather rude goodbye . If you are approached it may be worthwhile asking to see their Aerial photography licence and pedlar's certificate for door to door selling!

Christopher Tranter

SID ANALYSIS APRIL 2021

For Project: Mill Street Gislingham

Project Notes:

Location/Name: Westbound

Report Generated: 18/04/2021 15:26

Speed Intervals 5 MPH

Time Intervals Instant

Traffic Report From 27/03/2021 13:00:00 through 18/04/2021 13:59:59

85th Percentile Speed 31.7 MPH

85th Percentile Vehicles 8599

Max Speed 55 MPH on 31/03/2021 16:20:00

Total Vehicles 10117

AADT: 458

Volumes -

weekly counts

Time 5 Day 7 Day

Average Daily 502 450

AM Peak 06:00 40 36

PM Peak 02:00 42 39

Speed

Speed Limit: 30

85th Percentile Speed: 31.7

Average Speed: 25.95

Monday Tuesday Wednesday Thursday Friday Saturday Sunday

Count over limit 281 330 314 302 341 324 233

% over limit 21.2 21.0 20.2 19.0 22.6 22.0 21.2

Avg Speeder 33.6 33.5 33.6 33.5 33.7 33.5 33.7