



**MINUTES OF THE PARISH COUNCIL MEETING HELD ON
MONDAY 18th March 2024 at 7:00PM**

Present: Cllr J Bell, Cllr I Urwin, Cllr S Alexander, RFO – S Budd,
DC Cllr Warboys Cllr J Mew (arrived at 7.15pm)

Apologies: CC Cllr Fleming, Cllr C Tranter

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

Cllr Bell welcomed everyone to the meeting and apologies from CC Cllr Fleming & Cllr C Tranter were noted and approved.

2 To receive Declarations of Interest on Agenda items - Cllr Bell (a member of FOSM Committee)

3 To received Requests for Dispensations on Agenda items - Cllr Bell (a member of FOSM Committee) Agreed.

4 To resolve the draft minutes of the Parish Council Meeting held on 19th February are a true and correct record

The draft minutes of the Parish Council Meeting held on 19th February 2024, were approved unanimously.

5 Report from County Councillor

CC Cllr Fleming's report can be found as an addendum at the end of the minutes.

Cllr Urwin gave a brief report on additional Bus routes which he will follow up on for the Parish Council. Cllr Urwin advised that if a Minibus is used then due to Health & Safety concerns it cannot accommodate wheelchairs, buggies and shopping trolleys.

6 Report from District Councillor

DC Cllr Warboys' report can be found as an addendum at the end of the minutes.

- The Chair referred to an email from Cllr Warboys regarding reporting of Flooding by the Parish Clerk when she was advised to report on the regular Portal. The Chair said that when residents attend a Parish Council meeting, they are advised that we are just "one voice". The Messenger had lots of pictures of the extent of the Flooding last year. Cllr Warboys spoke about other Villages regarding flooding and suggested a meeting inviting Environmental Services, Highways, Suffolk County Council and Planning Department at MSDC. Discussion on homeowners taking on responsibility to clear ditches. Noted that there were H&S issues regarding cleaning ditches that did not belong to you. Councillor Warboys referred to Hedgerows which slow the water down. Cllr Mew advised that flooding in Gislingham has been happening since the 1960s.

- "The Hold" located in Ipswich is running out of space. Historians and new residents look at these records.
- Special Educational Needs funding a concern as due to be cut.

7 Public Participation Session (15 minutes set aside)

None Present

8 Chair's Report

- The Chair advised that sadly Cllr Urwin had stepped down as a Parish Councillor. He was thanked for his time whilst a Councillor.
- Cllr Urwin was happy to monitor the Parish Facebook page as a Volunteer and to also be involved in the Parish Council discussions regarding Bus transportation in the Village.
- The precept had increased this year due to increased Electricity bills, Bin collection and Salaries.
- Cllr Bell will take on the responsibility to monitor and empty the Charity Meadow Bin when needed.
- Martyn Bryant now has the Litter pick equipment and will store at Mendlesham Scout HQ

ACTION

- RFO to add Ian Urwin as a Volunteer on the Parish Website for Parish Facebook and include Buses.
- Cllr Urwin to delete CCTV app from his devices.
- Parish Council need to discuss the need for a Parish Councillor to take on the lead on Health & Safty.

9 Clerk's Report

Still awaiting receipt of Top Garden Contract.

ACTION

RFO to contact Top Garden to forward us the Contract.

10 RFO's Report

The Receipts and Payments, summary of Reserves, and Bank Reconciliation, up to 29th February 2024 were prepared by the RFO and sent to councillors prior to the meeting.

No questions asked by Councillors on Financial Reports.

11 Neighbourhood Watch Report (Cllr Tranter)

Was circulated prior to the meeting. Appears as an addendum at end of the Minutes

12 Footpath Warden's Report (Mr Bryant) his Report was circulated prior to the meeting. Appears as an addendum at the end of the Minutes.

Chair advised that SCC cut some of the Footpaths in the Village and we did previously contract them to cut the Footpaths for Gislingham that were not on their list.

ACTION

- Chair to go back and check on Clerk's Laptop to see if she can find any correspondence relating to additional footpaths being cut.
- RFO advised that she had not received any invoices from MSDC for cutting of Footpaths.

13 SID (Speed Indicator Device) Report circulated prior to the meeting.

14 New VAS (Vehicle Activated Speed) device update

Discussion on who will install the posts for the VAS devices. Quote from private company more expensive than SCC/Highways. Discussion on how soon SCC could install. Pictures taken by RFO on where posts can be installed. Cannot put signage if on a bend. Cannot be too near to a Junction. Cannot put the VAS too near to Poppy Close entrance. The solar panel VAS device cannot go on the post currently used in Mill Street near Viking Close. Need to obtain permission if using private land which is not SCC/MSDC land. Chair suggested that we start again. Councillors agreed we will

start again, and we will now go down the Battery VAS device route. So, we now only have to order 2 posts. Batteries are a lot more powerful now.

Application completed and funds received from Cllr Warboys Locality Budget, application for Cllr Warboys' money was for Solar VAS so will need to advise MSDC Locality Team that we are now having Battery VAS devices. Can use our CIL monies for other 2 devices and posts. Devices can only be on for 3 weeks with 1 week off.

ACTION

- Decision to have 3 battery VAS devices and 2 posts. Agreed by Councillors.
- RFO to email MSDC (Cllr Warboys' locality budget) that due to the locations we wish to site Devices will not accommodate Solar Panels (overhanging trees) so we are now going to purchase Battery VAS Devices..
- RFO to check to see if the 3 Devices will automatically switch on and off or if it is an app on a phone?
- RFO to complete application form for Suffolk Highways and complete location plan.
- RFO to obtain quotes from Messagemaker for battery operated VAS devices.

15 Parish Council Nomination request for GUC ref March 2024 update No nominations yet received.

16 Update on Footpath Noticeboard Parish Councillors would like to express their thanks to Jo Clifford for the design of the Footpath and Bridle path signage, RFO collected the new sign from Gipping Press.

ACTION

RFO advised she is happy to mount the Signage in the current location. Cllr Urwin advised he was happy to help if needed

17 Grants & Donations

Discussion took place. Pointed out by RFO that we currently have spent £36.67 in this year (September 2023 and March 2024) but the Church will not be paid until after this financial year so we will not be exceeding the £600 which has been allocated in the Budget.

- ✓ Gislingham Summer Fair **£150** towards their event to be held on Saturday 6th July at Gislingham Primary School.
- ✓ Gislingham Variety Club **£150** towards the production of the 80th anniversary of the D Day Landings being staged in the Village Hall from Thursday 11th April to Saturday 13th April.
- ✓ FOSM Flower Festival **£150** towards the event being held over the August 2024 Bank Holiday Weekend.
- ✓ PCC (St Mary's Church) to assist with rising electricity costs the Parish Council agreed to set aside an amount up to **£150** when the bill for 2024 is received. Payment will be made upon receipt of the Utility Bill.

Proposed: Julie Bell, Seconded: Jerry Mew, Unanimous

ACTION

The Chair will email all concerned to advise of grants (above amounts) and add to the Parish Council Messenger Article for April.

18 Grass Cutting outside of the Church update received from Assistant Church Warden
Email received from Deputy Churchwarden regarding grass cutting outside the Church along the verge where the grit bin is located. The Parish Council have already entered into the 3 year contract with Top Garden and Budget was set last November.

ACTION

- Chair to email the Deputy Churchwarden to advise that a long discussion took place at the Parish Council meeting on 18th March regarding your request to have a contribution towards the cutting of the strip of land outside the Church. Unfortunately, due to the fact that we have already entered into 3 year contract with Top Garden and the Budget was set in November 2023 we do not have the necessary resources to assist with their request.

- Chair to check if there is any info on the Clerk's emails relating to grass cutting on strip outside Church.

19 Finance

Payment	Amount	P/S etc
Hire of Village Hall February 2024 PC meeting	£20.00	Ian/Jerry Unanimous
Admin payment from February PC Meeting which could not be finalised as Clerk's final payment including holiday not taken needed to be calculated by the RFO.	£960.44	Jerry/ Sophie Unanimous
Admin payment for March	£169.44	Sophie/Julie Unanimous
Admin travel expense (collecting Signage)	£14.40	Julie/Ian Unanimous
Printer Paper (Cllr Bell) to print off Agendas and past Minutes	£4.50	Ian/Jerry JCB Abstention
Gipping Press for new Footpath/Bridle path signage outside Hall	£50.40	Jerry/Sophie Unanimous
Invoice Cade Creative (Jo Clifford) for work on Map	£195.00	Jerry/Sophie Unanimous

20 Training

Cllr Alexander advised that Part 2 of Councillor Training was better than Part 1.

RFO asked for approval for her to attend a Cyber Security course which was Free and on-line but will need to claim for extra hours.

Proposed: Julie Bell

Seconded: Ian Urwin

Unanimous

21 Policies and Reports

Next ones due for approval in May 2024

22 Date of the next meeting is 15th April 2024 at 7pm in Gislingham Village Hall

Meeting closed at 8.40pm