



**MINUTES OF A PARISH COUNCIL MEETING HELD AT THE VILLAGE HALL ON MONDAY
16 OCTOBER 2017**

Present: Councillor C Pitt (Chairman), Councillor A Kitson (Vice Chairman), Councillors C Chopping, Councillor R Pye, Councillor S Wells, Councillor G Laurence, Councillor K Brooke, Councillor J Cripps, Councillor D Kearsley, three members of the public and Mrs K Wells (Clerk)

1 TO CONSIDER/APPROVE APOLOGIES FOR ABSENCE

Councillor C Tranter (unwell). The Parish Council accepted the reason for Councillor Tranter's absence.

2 TO RECEIVE DECLARATIONS OF INTEREST ON AGENDA ITEMS

Councillor R Pye declared a non-pecuniary interest in Items 5.2. Councillor G Laurence declared a non-pecuniary interest in Items 5.2.

3 TO APPROVE THE DRAFT MINUTES OF THE PARISH COUNCIL MEETING HELD ON 18 SEPTEMBER 2017

It was proposed by Councillor Kitson, seconded by Councillor Brooke and agreed with one abstention (not at meeting) that the Chairman sign the minutes as a true record.

3.1 Matters Arising.

Councillor Pitt provided quotes for the marquee having sought advice and suggested a 6x4 metres one including tie down points. Request to be sent by Clerk to Councillor Kearsley. **Clerk to action.** Councillor Kearsley reported that there was no CIL outstanding. MSDC working on a method for distribution.

The defibrillator has not been installed at the Village Hall yet. The instructions state that an electrical supply is required so this may be an issue. There is sponsorship to cover cabling if required.

Clerk confirmed that payments had been made. Quotes for insurance were received but with no extension to make a decision it was agreed to approve BHIB who had dropped quote by £100.

The Clerk confirmed that the views of the Council on 17/03755 had been sent to MSDC.

The Clerk confirmed she had emailed the grass cutters but had not had a reply. Hand strimming and cutting between trees on meadow may not have been done. It was agreed to withhold payment until there was clarification on the contract terms. Dates of work to be confirmed.

Councillor Cripps attended new councillor training on 7 October so was unable to attend the Parish Help Desk that day.

The Clerk has amended dates on the Community Engagement Policy as requested.

The Clerk reported that she has not contacted Goyle Weir as the Skatepark committee has a meeting scheduled for Wednesday 18 October. The Council made it clear that the Clerk write to Mr Weir to formalise the situation.

The Clerk confirmed that she had sent a cheque for £50 to Ann Cottee.

The litter pick was changed to Sunday 29 October because of a double booking at the Village Hall.

4 PUBLIC PARTICIPATION SESSION

To receive reports from the County Councillor, District Councillor, and Questions and Comments from the Public.

A resident stated that SCC had marked 39 pot holes along Coldham Lane and wondered whether SCC intends to tarmac the whole length or do patches? Last year the road was shut for 2 days. Clerk to email highways and ask when the work is due to take place and copy in Councillor Fleming. The resident stated that she wants best value but some of the areas done last year are marked up again this year. Whole area next to Spring Close included.

A resident stated that they had come to hear the discussion about the Local Plan at item 12 on the agenda so it was discussed out of order.

It was reported that the Gislingham sign at Back Street is damaged it was agreed that it was good for individuals as well as the Parish Council to report to SCC. The school bus struggles to turn in at the junction with the sign in its position.

A discussion about the Local Plan followed. A resident went to the Eye awareness session and was underwhelmed by it. One of the officer's response was to look at the document. The resident stated that we don't have a rush hour bus service, convenience shop etc and questioned how the score worked out? The spreadsheet does not relate between resource map in first section and one used to calculate score. Concern was expressed about due process for review because it was wrong.

Councillor Kearsley was asked whether error in Gislingham's score was a one off or one of many. This will not be known until the consultation is over.

There were only 6 documents at the Eye session and 50 people there to look at them. Councillor Pitt said MSDC may have expected people to look on line.

Councillor Kearsley reported that she did not have much else to report. There is a gradual move to Endeavour House and it is unknown what will happen to the building in Needham Market. There will be a public document on CIL. There is a formula in place for number of dwellings and rooms. The developer plays CIL before work starts. Councillor Pitt suggested that when a Planning application is approved the CIL is shown in the approval document. The general public would be interested to see the figures **Councillor Kearsley to make suggestion to planning team.**

County Councillor Jessica Fleming, Hartismere Division, Suffolk Jessica.fleming@suffolk.gov.uk
Tel: 07714-597980 twitter: @jesstfleming gave the following report:

Highways - If needed the Customer Service Centre telephone number 0345 606 6171 is available or preferably please continue to use the websites; please contact me if you have difficulties:-

<http://highwaysreporting.suffok.gov.uk>

School Transport – Plans to consult on proposed changes to school transport have been delayed and will be re-considered by Cabinet in November following call in. The consultation is about limiting support for home to school transport to statutory levels and is still likely to run later this year.

Schools Admissions Policy - Suffolk County Council is consulting on amendments to its admissions policy for the 2019/2020 school year (excluding voluntary aided, foundation, free schools and academies). This runs from 2nd October – 13th November 2017.

To view the consultation documents and respond to the proposals, please visit

www.suffolk.gov.uk/consultations.

5 CLERKS REPORT

5.1 Details of Circulated Emails

The Clerk confirmed that she had circulated the following emails: CAMS Citizens Advice Mid Suffolk AGM on 18 October, SALC LAIS 1402 – Precept Consultation, SALC bulletin including audit information, SALC Highways presentation from Mid Suffolk North meeting, BHIB Insurance quote documents, Came and Company Insurance quote documents, MSDC North area Parish Liaison Meeting on Thursday 9 November, SALC Pretty Law Webinar on GDPR on Wednesday 11 October, MSDC Babergh/Mid Suffolk Potential Merger – 13 October, MSDC Grant of Section 106 money to

None.

8.4 Miscellaneous

None

8.5 Correspondence received since circulation of bag

8.5.1 Application for planning Permission number DC/17/05075 for conversion and part demolition of 3 no. agricultural storage barns to form 3 no dwellings at Lodge Farm, Back Street.

The barns are dilapidated and not attractive. They will be one or two bedroom dwellings. The speed limit is national speed limit so that should dictate splay requirements for access. This is in keeping with sizes of houses needed in the village. It was agreed that the Council would support the application. **Clerk to inform MSDC.**

8.5.2 Non material amendment to application 0642/16 at Cobblestone Cottage, High Street-
The decision was noted.

9 COUNCILLORS REPORTS

9.1 Rights of Way/Footpaths

Councillor Chopping had circulated a report. Most of the outstanding issues have been cleared. Councillor Chopping reported that he had been along Northlands with a cutter and done some clearance work.

The footpath from Coldham Lane over to the railway bridge has been dug over by the landowner. The matter has been reported to SCC and they have asked the landowner to reinstate the footpath.

On the same footpath towards Swattisfield there is a tree down blocking it. SCC to remove that tree.

Footpath 24 had been reinstated by the landowner but has since been ploughed over. SCC to look into this. There is also a gate on the bridle path.

9.2 Adventure Playground

9.2.1 Provision of new Playground Equipment

Councillors Kitson and Pye met with the Playdale representative on Friday and have 2 quotes. The shelters are very similar products but go from £6949 to £9000. It was agreed to have further discussion at the next meeting with plans available beforehand.

Delivery would be dependent on weather conditions.

9.2.2 Works arising from Annual Playground Inspection

Councillor Kitson and Pye reported that Playdale had been on site early in October. The soft conditions meant that the bark had to be carried from the bottom of the Charity Meadow. The seat was replaced and the zipwire done. The basketball hop was taken down and the gate fixed.

There is some damage to the caps on the basketball hoop.

On the facebook page there was photographic evidence of young boys digging out earth to make a BMX track.

9.3 Neighbourhood Watch

Councillor Kitson reported that this would be his last report as Neighbourhood Watch coordinator. August Police report 2 crimes in Mill Street near Viking Close, one burglary and one violence.

The previously reported case of GBH came to court this month.

9.4 Village Map

Councillor Brooke reported that she had received 2 quotes for a plain oak frame. A third person did not quote. Councillor Brooke and the Clerk to organise printing. Quotes to be agreed and paid at next meeting. **Councillor Brooke and Clerk to organise printing and payment of £450 for the frame on agenda.**

9.5 Speed Indicator Device

Councillor Wells reported that in the most recent monthly period there had been 14314

vehicle movements. 85% of vehicles were at or below 31.4 mph. One vehicle was recorded at 65 mph at 12.40pm on 20 September.

10 REVIEW OF ACTIONS FROM MONTHLY PARISH COUNCIL HELP DESK – COUNCILLOR PYE

Councillor Pitt reported that there were no complaints, observations or comments made.

Councillor Laurence will attend the next Help Desk on Saturday 4 November 2017 from 1000 to 1200 at the Village Hall.

11 PARISH COUNCIL WEBSITE/FACEBOOK – CLERK

No issues to report.

12 REVIEW AND DRAFT COMMENT ON THE BABERGH/MIDSUFFOLK DISTRICT COUNCIL LOCAL PLAN

The discussion took place as part of the Public Participation section.

The scoring was explained as follows: the convenience store was given 2 points because of the butcher, baker and cash availability. Then given 5 points for having other facilities such as a butcher and baker. The bus stop has 2 points but should have only been if it runs at rush hour, which it does not. The preschool and primary school 2 points. Broadband 2 points. The Allotments 2 points but these are in Thornham Magna and not in the village. The Church, village hall and play area account for 6 points.

The calculation is not correct because they were using information that was not up to date. Councillor Kearsley explained that there were a lot of villages to work with and difficult to get it right first time. It will be looked at and hopefully changed.

There is mention of Gislingham being within 5km of an urban centre – Eye is 9 km away.

There is a big disconnect between the Service and Facility audit and the Core Plan classification.

Other inaccuracies were noted bringing the score down to below 18 – the criterion for classification as a Core Village

Councillor Kearsley stated that it is important to put forward view so it will be corrected.

The two sites shown for potential development were part of the land bid submissions approximately 15 years ago. In 2014 there was a request for land and again in 2016. It is not clear who came up with those two sites as anyone can apply for planning permission. Those pieces of land will be looked at again before final document. Residents are welcome to make submissions about these sites.

There were other areas discussed where the Parish Council could input to the consultation as well as core village points.

Page 13 -Consultation question 5 on vision and objectives - What is more important for town or village? It was agreed that small, manageable growth of up to 10 houses and increase to public transport and health care were important. There is concern about people to be able to get to health centre and see GP.

Page 29 – There were 4 types of settlement development suggested – county town focussed, market town/rural area balance, transport corridor focussed or new settlement focussed. Option 1 was agreed.

Page 49 considered economic needs with 9 consultation questions in relation to continuing to identify existing employment areas and whether to have mixed use. Think about Eye Airfield where it could be possible to mix employment with housing.

13 CONSIDER PLANS FOR THE BATTLE'S OVER COMMEMORATION 2018

The Council considered ideas on how to mark November 2018. There could be poppies on every sign in to Gislingham. After the Remembrance Service, when the bells are half muffled, the bell ringers could be asked to do a peal without muffles. The WI may like to host a lunch in the Village Hall with poppy cakes. The Parish Council would pay for the food or the village could fundraise. A member of the public agreed to take the idea to the WI for discussion.

It was suggested that if the school is doing something then co-ordinate. The children could plant poppies around the Village Hall. Poppies would need to be sown in the spring. There could be poppy craft etc.

Poetry competition in the Messenger – **Councillor Pitt to ask.**

Councillor Pitt to contact British Legion about seeds. Could have wooden planters at each sign. Consider whether to put something in the budget for this spend? The Finance Working party said the village development budget could be used.

14 ACTION PLAN

This is ok

15 BUSINESS PLAN 2017/2018

15.1 Consider and Approve Code of Conduct

Carry over to next month. **Clerk to circulate any changes to Councillors before the meeting.**

15.2 Consider and approve the purchase of Wreath for Remembrance Day (£17)

It was proposed by Councillor Kitson, seconded by Councillor Chopping and agreed unanimously to purchase a wreath. **Councillor Pitt to organise.**

15.3 Arrangements for Remembrance Day

Councillor Pitt agreed to lay the wreath on behalf of Gislingham Parish Council.

15.4 Consider and Approve to Conduct Half Yearly Audit of Accounts

Councillor Chopping is reviewing the bank account on a regular basis and wondered if it was necessary to conduct a half yearly check as there is an internal audit and external audit at the end of the year. It was suggested that it was a good opportunity to check that payments are in the right columns. Clerk to check with SALC about what audits are required. **Clerk to check.**

15.5 Consider and Approve Data Protection Policy

It was proposed by Councillor Pitt, seconded by Councillor Laurence and agreed unanimously to reapprove the policy. It was noted that it will be updated in line with the GDPR requirements in 2018.

15.6 Consider and Approve Standing Orders

The changes had been circulated prior to the meeting. Clauses written in bold cannot be changed. It was agreed to remove passages which had been struck through previously. It was proposed by Councillor Wells, seconded by Councillor Laurence and agreed unanimously to approve the updated Standing Orders. **Clerk to circulate.**

15.7 Review Training Needs

Councillor Cripps reported that the New Councillor training had been excellent and everyone contributed. She has a list of things to clarify and anything that needs to be considered will be brought to next meeting.

16 ITEMS FOR THE NEXT AGENDA

Councillor Pitt thanked Councillor Kitson for his service on Gislingham Parish Council and particularly his work with the Quality Council scheme and Neighbourhood Watch. The councillor vacancy and the vice chair vacancy will be on the next agenda. **The Clerk will arrange.**

17 DATE OF NEXT PARISH COUNCIL MEETING 20 November 2017 at 7.30 pm in Village Hall.