



**MINUTES OF A PARISH COUNCIL MEETING HELD AT THE VILLAGE HALL ON MONDAY
18 SEPTEMBER 2017**

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

1 TO CO-OPT A NEW PARISH COUNCILLOR

The Chairman reported that Mrs Jo Cripps had expressed an interest in becoming a Parish Councillor and was in attendance this evening. After debate it was agreed to invite Mrs Cripps to join the Council.

2 TO CONSIDER/APPROVE APOLOGIES FOR ABSENCE

Councillor C Chopping (away). The Parish Council accepted the reason for Councillor Chopping's absence.

3 TO RECEIVE DECLARATIONS OF INTEREST ON AGENDA ITEMS

Councillor R Pye declared a non-pecuniary interest in Items 6.3. Councillor G Laurence declared a non-pecuniary interest in Items 6.3.

4 TO APPROVE THE DRAFT MINUTES OF THE PARISH COUNCIL MEETING HELD ON 21 AUGUST 2017

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

4.1 Matters Arising.

The Clerk confirmed that details of emails had been circulated before the meeting and that the payments in 7.4 had been made. The clerk confirmed that she had spoken to Councillor Kearsley about the locality fund and **Councillor Pitt to provide quotes for the marquee**. The clerk confirmed that she had contacted The Street Forge and received a thank you letter. The Clerk had informed MSDC of the decision in 8.5 and emailed TOP Garden Services about the land next to the Six Bells. In future, Norman Whiting has agreed to cut this grass.

5 PUBLIC PARTICIPATION SESSION

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

District Councillor Diana Kearsley reported that she had come from Mellis Parish Council where 2 councillors had been co-opted and potential clerks interviewed.

Councillor Kearsley hoped that everyone had seen the Local Plan. She stated that comments could be made by the Parish Council as well as by individuals. There was a general concern as to how Gislingham has achieved 18 points to be classed as a core village and Councillor Kearsley agreed to look into this.

There are two areas identified for development, one at the bottom of Coldham Lane and one at the end of the village on Finningham Road which are both outside the settlement boundary. Councillor Kearsley said they had been part of the land bids. Councillor Kearsley agreed to discover how much CIL would be generated from the construction of 6 homes that had recently been granted planning permission. **Councillor Kearsley to progress.**

The move to Ipswich is imminent and by 1st October most of the staff will be in Endeavour House. The new number 03000 1234000 is working.

County Councillor Jessica Fleming, Hartismere Division, Suffolk Jessica.fleming@suffolk.gov.uk
Tel: 07714-597980 twitter: @jesstfleming gave the following report: **Highways**. The new transformation arrangements started this month, Gislingham will be served from the Rougham centre near Bury. Suffolk Highways will communicate with parishes about details of these changes. 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 – The County Council’s Cabinet is considering making changes to the way it funds school transport for 11 – 16 yr-olds and post-16s (Sixth Form). A consultation is expected in October. I urge anyone with school aged children to pay close attention to this consultation as it affects local schools such as Thurston CC and Ixworth FS. A final decision would not be made until 2018 and any changes would take place in 2018/ 2019. Please contact me if you have concerns about School or Post-16 Discretionary. Schools may choose to run buses from other areas.

Rural transport is not working well and can be challenging. There are many options to be considered including using return journey of school buses as public transport.

SCC has issued guidance on Neighbourhood Planning. Councillor Fleming was reminded that Gislingham had undertaken a Parish Plan in 2011 and since then there had been no further public interest in plans..

6 **CLERKS REPORT**

6.1 **Details of Circulated Emails**

The Clerk confirmed that she had circulated the following emails: SALC area meeting on 21 September, CAS Newsletter, SALC Litter strategy, LAIS 1401, CAD Citizens Advice Newsletter, CAS Newsletter, Noticeboards on Line, SALC AGM notice Tuesday 7 November, The Raynsford Review of Planning.

6.2 **Update on Highway Issues in Gislingham**

Councillor Pitt reported that the surface had been done on Finningham Road but that the drainage issue had not been resolved. Highway Issues to be removed the agenda.

6.3 **Update on BT Phone Box move to Village Hall**

Councillor Laurence reported that he had spoken to BT and was waiting for an official letter to confirm the work had been done.

Councillor Tranter had been contacted by the British Heart Foundation about the defibrillator and it was agreed to arrange some training. Councillor Tranter agreed to write a piece for the Messenger and talk to Sharon about holding the DVD in the village shop. Councillor Pye to check with Village Hall about position. **Councillors Tranter and Pye to arrange.**

At this point Councillor Kearsley arrived and the public session was opened.

7 **FINANCE .**

7.1 **Current Account Balance**

As at 31 August 2017 - £4,267.32.

7.2 **Deposit Account Balance**

As at 10 July 2017 - £17,000.

7.3 **Income**

July 2017 – none

7.4 **To approve the following invoices and salaries for payment – Resolution required**

K J Wells – Salary for August 2017 – £333.96

K J Wells – Expenses for August 2017 - £2.00

TOP Garden Services – July 2017 - £274.28

Parish online – Annual subscription - £33.60

BDO – Review of annual return - £120.00

It was proposed by Councillor Laurence, seconded by Councillor Kitson and agreed unanimously to pay the items at 7.4. **The Clerk will arrange.**

7.5 To consider Insurance Providers

The Clerk had received a renewal from BHIB for £705.19. It was requested that an alternative quote be found and an extension agreed with BHIB. **The Clerk will arrange.**

8 PLANNING APPLICATIONS, NOTIFICATIONS AND DECISIONS

8.1 Application for Planning Permission number DC/17/03755 for erection of a fence along roadside boundary at Grebe Cottage, Rickinghall Road, IP22 1LU

The fence is not in keeping with the environment where boundaries are usually hedges. It was also commented that a fence of 1.8m was too high. The Council objected to the application. **Clerk to inform MSDC of the decision.**

9 CORRESPONDENCE

9.1 Suffolk County Council

None

9.2 Mid Suffolk District Council

Babergh and Mid Suffolk Joint Local Plan

There were several comments about Gislingham having core village status and the need to review the sites SS0842 and SS0843. Councillors Pitt and Pye to attend a briefing on 20 September where they will investigate scoring system relating to core villages. Further discussion at next meeting.

9.3 Suffolk Association of Local Councils

The Local Councillor – Issue 2 2017

There was a reminder about Battle's Over celebrations and it was agreed to put it on the agenda in October. **Clerk to arrange.**

9.4 Miscellaneous

Annual Return for year ending 31 March 2017

Clerk and Councils Direct September 2017

9.5 Correspondence received since circulation of bag

None.

10 COUNCILLORS REPORTS

10.1 Rights of Way/Footpaths

Councillor Chopping sent a report but was not present at the meeting.

10.2 Adventure Playground

10.2.1 Provision of new Playground Equipment

Councillors Kitson and Pye had brought some designs of shelters and climbing walls. After these were considered it was agreed that they seek quotes for equipment and installation.

10.2.2 Works arising from Annual Playground Inspection

The Clerk confirmed that Playdale was due the week commencing 2nd October. The most recent inspection report stated that the playground was low risk.

10.3 Neighbourhood Watch

Councillor Kitson reported that there had been a burglary at Hunter's Lodge on Mill Street. Apparently there was antisocial behaviour in Mill Street which is being investigated.

General warning to watch out for fraud on the phone. A "police officer" persuaded someone to part with £7,000.

A polystyrene gravestone had been left on a drive. Could be fun or malicious?

10.4 Village Map

Councillor Brooke reported that it would cost up to £450 for a plain oak frame and £50 for the printing. **Councillor Brooke to organise printing and get 3 quotes for the frame.**

At this point Councillor Fleming arrived and the Public Participation session was reopened.

10.5 Speed Indicator Device

Councillor Wells reported that in the most recent 28 day period there had been 11,950 vehicle movements. 85% of vehicles were at or below 32 mph. One vehicle was recorded at 50 mph at 2.20am.

There had been a request from Wetheringsett Parish Council for data from the SID. Councillor Wells confirmed that he had forwarded the information.

10.6 Community Speedwatch

Councillor Pitt reported that this was being well run by Graham Sullivan and could be taken off the agenda.

10.7 Housing Needs Survey

Councillor Pitt reported that he had received costings from Community Action Suffolk. It was agreed not to take any further action on this and to remove it from the agenda.

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

Councillor Laurence reported that there were 2 actions following the Help Desk on 2 September.

The first was the possibility of a notice when a bus is not coming. A resident had waited for 45 minutes the day Finningham Road was closed for repair only to realise that the bus had gone the other way. It was agreed that there was no practical solution but if the resident wanted to complain then the Council would support the complaint.

The second was a query as to whether the grass had actually been cut in August. **Clerk to contact the contractor.**

Councillors Pitt and Cripps will attend the next Help Desk on Saturday 7 October 2017 from 1000 to 1200 at the Village Hall.

12 PARISH COUNCIL WEBSITE/FACEBOOK – CLERK

The Clerk reported that there had been a report from Suffolk icloud encouraging those with CAS websites to move provider. It was agreed to stay with CAS.

13 COMMUNITY INFRASTRUCTURE LEVY

This was added to the agenda to give some thought about projects to spend it on. There would need to be community involvement in the decisions. Review the situation in 6 months time.

14 REVIEW OF SKATEPARK GRANT

There has been no progress on this project. Unless a formal plan was in place was in place to construct the skatepark by the end of December 2017, the funds granted should be returned to the Council. **Clerk to write to Goyle Weir.**

15 ACTION PLAN

This will be updated to show the issues raised at the Help Desk.

16 BUSINESS PLAN 2017/2018

16.1 Consider and Approve Health and Safety Policy

16.2 Consider and Approve Community Engagement Policy

There were no changes to be made in either of these documents. It was proposed by Councillor Laurence, seconded by Councillor Brooke and agreed unanimously to accept these Policies with a new review date. **The Clerk will amend the dates.**

16.3 Form Finance Working Group

Councillors Pye, Chopping and Laurence were appointed to the Group with instruction to report in October. Grounds maintenance to be included in the budget. The Clerk to attend.

16.4 Consider and Approve Grants and Donations

It was proposed by Councillor Laurence, seconded by Councillor Kitson and agreed unanimously to grant Ann Cottee £50 toward the expenses of running the Macmillan Coffee Morning. **The Clerk will arrange.**

16.5 Organise Litter Pick

Sunday 15 October was free on the Village Hall calendar. Councillor Pitt volunteered to wash some of the road signs. The Clerk to update the sign and send it to Councillor Laurence for posting. It was suggested that Bowling Alley be added to the list. **Now 29 October**

15 ITEMS FOR THE NEXT AGENDA

Discussion about Battle's Over. **The Clerk will arrange.**

16 DATE OF NEXT PARISH COUNCIL MEETING 16 October 2017 at 7.30 pm in Village Hall.