



**GISLINGHAM
PARISH COUNCIL**

Working for our Community

**MINUTES OF THE PARISH COUNCIL MEETING HELD AT
GISLINGHAM VILLAGE HALL ON MONDAY 16th DECEMBER 2019 AT 7.30PM**

Present: Cllr J Bell, Cllr C Saunders, Cllr I Urwin,
CC Cllr J Fleming, DC Cllr R Warboys, 1 Member of Public

Apologies: Cllr T Holder, Cllr C Tranter, Cllr F Oliver, Cllr E Sheehan

1. Chairman's welcome and to accept Councillors' apologies

Apologies were received from Cllr Holder, Cllr C Tranter, Cllr F Oliver and Cllr E Sheehan and accepted.

2. To receive Declarations of Interest

None.

3. To consider requests for Dispensations

No dispensations requested.

4. To resolve that the Minutes of the meeting of the Parish Council held on 18th November 2019 are a true and correct record.

Proposer: Cllr Urwin

Seconder: Cllr Saunders

Minutes were approved by a unanimous vote.

ACTIONS CARRIED OVER:

Minutes from meeting held on 18th November 2019 Item 8.2 OS&R. Proposed meeting to decide future actions still to be arranged together with Terms of Reference. Confirmation that agreement has been received from GUC to surrender lease; costs to be approved (Item 9 vii).

5. Public Participation Session (15 minutes set aside)

- Resident enquired on what was happening regarding setting up a meeting for the OS&R sub-Committee. The Chair explained that as Cllr Oliver was not present this evening (Action point from November minutes Item 8.2) this would need to be carried over. Cllr Urwin advised that he intended to step down from this sub-Committee but agreed to having this noted following the proposed OS&R sub-Committee meeting.
- The Chair is still awaiting a response from MSDC regarding the status of 106 Funds, actual amount and longevity of available funds.

6. Reports received from County Councillor and District Councillor

6.1 Cllr R Warboys gave his report; a copy of which can be found as an addendum at the end of the minutes. Cllr Warboys advised that dangerous incidents (e.g. speeding) can be reported via the website as listed in report. This results in data being recorded and influences Police monitoring.

6.2 Cllr J Fleming gave her report; a copy of which can be found as an addendum at the end of the minutes.

7. Buses update (Cllr Urwin)

- Cllr J Fleming had advised that she and Cllr Urwin attended a meeting at Suffolk County Council on Tuesday 10th December. A follow up meeting that Cllr Fleming was to attend on 16th December had been postponed. A further meeting at SCC to which Cllr Urwin will be attending is on 13th January 2020. Cllr Fleming advised that current service would continue until end March 2020.
- Funding to be investigated and sought, initially to continue service beyond March, but also with the intention of providing an enhanced service, with the possibility of daily buses being provided. One suggestion has been to utilise School buses outside of School service hours. Costs appear to be feasible, and collaboration with other Parish Councils to be pursued.

J Bell

- Additional bus services to be provided 19/12/19 and 24/12/19 to facilitate Christmas period journeys. Cllr Urwin to be thanked for his efforts in organising this.
- The next bus following these dates will be on 02/01/2020.

8. ACV (Cllr Sheehan)

- 8.1 Six Bells PH – ACV for Six Bell PH has been submitted
- 8.2 Village Shop – ACV for Village Shop has been submitted
- 8.3 Gislingham Silver Band Hut – ACV pending, hoping to finalise in the next few weeks.

9. To receive Progress Reports for Information

a. Chair's Report (Cllr Bell)

- i. Welcome Pack – nearly complete. Will be ready for the Near Year.
- ii. Triangle – Emma Bryant has volunteered to maintain the Triangle.
- iii. Co-option – Two residents interested will be attending the January 2020 meeting.
- iv. Chair attended SALC Area Forum in Eye on 3rd December.
- v. Advert for Clerk/Responsible Financial Officer has been placed on the Gislingham Parish Council website as well as on the Noticeboard and on the SALC website.
- vi. Memorial Bench for ex-Cllr Laurence to be discussed at a future Parish Council meeting.
- vii. The confirmed fee of £770 has been received from Lawyers regarding surrendering of the Skatepark Lease. (Relates to Item 8.5 of November 2019 minutes when guideline amount of £500-£700 was given). Agreed for chair to confirm to GUC to proceed with surrender. Confirmation that £5000 would be returned to Gislingham Parish Council, £1000 to GUC and £50 to a resident once all the necessary legal paperwork has been completed by Lawyers.

Proposer: Cllr Bell

Seconder: Cllr Saunders

Unanimous in favour – proposal carried

ACTION

Chair to write to GUC confirming Parish Council agreeing to fee of £770 to surrender skatepark lease.

b. Footpath Warden (Mr Bryant) Report

- i. Quote for scythe – to be discussed at a future Parish Council meeting.
- ii. Footpath Map – Cllr Bell to order (after consultation with the Village Hall Committee to ascertain location, to ensure fixings are appropriate). Mr Bryant to be copied into email to Supplier when ordered so that Footpath numbers can be noted on Map.

c. Speed Indicator Device (SID) (Mr Wells) Report

A copy of which can be found as an addendum at the end of the minutes.

d. Helpdesk Feedback (December – Cllr Bell)

- Only one issue which was Footpath 61 – full of water. Cllr Bell has reported this.
- Cllr Bell commented that the majority of issues that are reported at the Helpdesk relate to Footpaths, given we now have a Footpath Warden whose details are noted on Parish Website and contact details of the Chair are also available wonder whether the Helpdesk is still required. Also, Councillors not always available to attend on Saturday mornings. This item to be discussed further at the January 2020 meeting. As a trial Cllr Bell advised that she intended to circulate and speak to residents attending the Book Sale in January 2020 rather than sitting at a desk and will report back her findings at the January 2020 meeting.

10. Planning

- DC/19/05603 The Little House High Street Gislingham
- DC/19/05604 The Little House High Street Gislingham

Councillors had no objections.

ACTION

Cllr Bell to post response on Planning Portal.

11. Update Councillor Emails and Parish Council Website

Following report received from Cllr Sheehan

Parish Council emails are created and in the process of being issued to all Councillors.

Website is being updated over the Christmas.

ACTION

Cllr Sheehan to liaise with Councillors

Bell

12. CIL Report

Report and Application Form to be uploaded to Website.

13. Training

Cllr Urwin carried out an on-line course for Health & Safety.

Cllr Urwin considering further training with Royal Society for the Prevention of Accidents (ROSPA).

14. Budget/Precept

Budget emailed to Councillors on 6th December. Discussion on CIL Shortfall, Cllr Warboys is querying this with MSDC.

Proposer: Cllr Bell

Secunder: Cllr Urwin

Unanimous in favour – proposal carried

ACTION

Precept form to be completed and returned to MSDC by 31st January 2020.

15. Finance – Approval given for following invoices for payment:

- * Cllr Urwin – Online Training for Health & Safety Course £36.00
- Playquip – Replacement cradle swings on Charity Meadow £619.27
- Bulbs for Triangle - £8.00 (**Emma Bryant**)
- Allotments period March 2018 – November 2019 £396.36 (Monies reimbursed by GAGA)

Proposer: Cllr Saunders

Secunder: Cllr Urwin

Unanimous in favour – proposal carried

* To be agreed at next meeting

16. Gislingham United Charity Nomination

The Parish Council need to make a nomination to replace a Trustee standing down in January 2020.

17. Next Parish Council Meeting: Monday 20th January 2020 at 7.30pm

Meeting ended at: 21.25

Councillor Saunders thanked for minuting the meeting.

Bell

Parish Report December 2019

Gislingham Parish Council

Councillor Jessica Fleming, Hartismere Division, Suffolk

Jessica.fleming@suffolk.gov.uk Tel: 07714-597980 Twitter: @jesstfleming

Bus Services Update – A meeting was held on 10th December with County Council officers was attended by Cllr Ian Urwin. A verbal update will be given at the meeting.

Bird Flu - Low pathogenic avian flu strain H5N3 strain was confirmed at a commercial chicken farm near Athelington in Mid Suffolk on 10th December. All birds area being culled and there is a [1km restriction zone](#) around the infected farm to limit risk of the disease spreading.
<https://www.gov.uk/government/news/avian-influenza-bird-flu-identified-in-suffolk>

If the public find any dead wild bird please report to the Defra helpline (03459 33 55 77). Poultry keepers should look out for signs (swollen head, discoloration of neck region, loss of appetite, respiratory distress, diarrhea) ring Defra Rural Services on 03000 200 301. Bird flu is a notifiable disease for poultry keepers.

Waste - Recycling - Trials of the refurbished Materials Recycling Facility (MRF) at Gt Blakenham are almost ended and it will open for tours by groups, schools or clubs in early 2020. Please check the web page <https://suffolkrecycling.org.uk/learning-zone/waste-site-visits>

School Travel Review – This work is commencing in December focussed on transport for mainstream under-16 aged students, recommendations are expected to go to a February or March cabinet. If anyone is experiencing ongoing difficulties with school travel please get in touch with me.

Climate Change and Biodiversity Work – The County Council is working alongside Districts and Boroughs to coordinate activities and surveys. If anyone would like to offer ideas about how the Council could reduce emissions and improve habitat conservation please send them to me. Also please note that the Government is consulting on energy performance and ventilation relevant to a Future Homes Standard initially to come into effect in 2020, the consultation ends on 10th January. Please refer to the consultation page <https://www.gov.uk/government/consultations/the-future-homes-standard-changes-to-part-l-and-part-f-of-the-building-regulations-for-new-dwellings>.

District Councillor Report: Gislingham Ward

Mellis, Gislingham, Thornham, Wickham Skeith, Wortham and Burgate Parish Councils

Grants for home adaptations - Do you need to adapt your home to help you, or your family, cope with the challenge of living at home with a long-term health condition? Mid Suffolk District Council offer grants of between £1,000 to £5,000. This scheme is open to all homeowners, private tenants and council property tenants. For more information call 0300 123 4000.

Council Meetings Cancelled – In the run-up to the General Election, all MSDC Council and Cabinet meetings were cancelled, as were Overview and Scrutiny Committee meetings. Next meetings will be in January. Planning and regulatory committees continued to be held as normal. In addition, all member briefings were also cancelled. There is likely to be a delay in a number of Council decisions, including the setting of council tax for 2020/21. An extension of time for the allocation of locality grants has been agreed.

Suffolk Coast ecology - The Suffolk Coast Recreational Disturbance and Habitat Strategy was adopted by Cabinet at the beginning of November. The strategy is a means by which new residential growth can be delivered, alongside the protection of Suffolk's coastal, estuarine and heathland European wildlife sites, which is a legal requirement for all councils.

Mid Suffolk Citizens Advice - Mid Suffolk CAB recently held their AGM. During the last year they addressed nearly 10,000 issues and helped 3,400 clients. So far their client numbers are up 17% on last year. In 2018/19 the CAB helped clients in Mid Suffolk achieve over £1.4 million in financial gains through benefit claims, employment negotiations, consumer refunds and charitable support. The work done by the 45 volunteers has been officially valued at more than £380,000. The Overview and Scrutiny committee had commenced a scrutiny of CABs in Suffolk but the work was halted because of the General Election. This work will start again in January.

Tree Planting/Tree Wardens – The missing section of Cowpasture Lane between Mellis Common and Thornham Parva, south of the Railway Line has been restored by planting native trees and hedging to redefine its ancient boundaries and establish a wildlife corridor linking the intact sections of the lane. 2,500 plants and trees were planted on Saturday 30th Nov. A tremendous effort by local residents, made possible by the partnership formed by the landowner, Nigel Patel, The Woodland Trust, Suffolk County Council and the Suffolk Tree Warden Network coordinated by Frances Jannaway, Thornham's Tree Warden.

Useful Websites -

<https://www.midsuffolk.gov.uk/planning/pre-application-advice/free-online-planning-guidance/interactive-mapping-service/>

This takes you into an interactive map that you can zoom into individual houses, check what planning applications are associated with these properties and indicates planning constraints.

<https://highwaysreporting.suffolk.gov.uk/>

This takes you to a reporting site, again map based, where any concerned member of the parish may paste comments.

Rowland Warboys Dec/2019

SID REPORT

TRAFFIC ANALYSIS REPORT

For Project: Mill Street Gisligham
Location/Name: Incoming
Report Generated: 12/15/2019 3:57:41 PM
Speed Intervals = 5 mph
Time Intervals = 5 minutes

Traffic Report From 11/16/2019 12:10:00 PM through 12/15/2019 4:50:00 PM

85th Percentile Speed = 32.0 mph
85th Percentile Vehicles = 11,118 counts
Max Speed = 55.0 mph on 12/7/2019 7:40:00 PM
Total Vehicles = 13,080 counts
AADT: 448.0

Volumes - weekly vehicle counts

	Time	5 Day	7 Day
Average Daily		495	444
AM peak	9:00 to 10:00	36	28
PM peak	6:00 to 7:00	51	43

Speed

Speed limit: 30 mph
85th Percentile Speed: 32.0 mph
Average Speed: 27.2 mph

	Saturday	Monday Sunday	Tuesday	Wednesday	Thursday	Friday
Count over limit	480	415	455	414	415	461
% over limit	26.0	22.1	22.6	21.3	20.8	22.1
Avg speeder	33.2	33.2	33.2	33.3	33.3	33.3