



**GISLINGHAM  
PARISH COUNCIL**



*Working for our Community*

**Clerk: Ms Jane Challis  
75 Shelfanger Road  
Diss, IP22 4EH  
Tel: 07796 410694**

**Email: [gislinghamparishcouncil@gmail.com](mailto:gislinghamparishcouncil@gmail.com)**

I hereby give notice that a meeting of Gislingham Parish Council will be held via video link (Zoom) on **Monday 15<sup>th</sup> March 2021 commencing at 6.00pm**. Following Government Guidelines, we are currently not permitted to meet in person.

Councillors are summoned to attend. The Press and the Public are invited to attend.

Residents are welcome to join the meeting live on the day, please contact the Parish Clerk for an email invite to the meeting.

J Challis  
Parish Clerk  
10<sup>th</sup> March 2021

## **AGENDA**

- 1** Chair's welcome and to consider and approve apologies for absence
- 2** To receive Declarations of Interest on agenda items
- 3** To consider requests for Dispensations on agenda items
- 4** To resolve the draft minutes of the Parish Council Meetings (via Zoom) held on Monday 15<sup>th</sup> February 2021, and Thursday 18<sup>th</sup> February 2021 are a true and correct record
- 5** Matters Arising / Update on actions from the 15<sup>th</sup> February 2021, and 18<sup>th</sup> February 2021 meeting
- 6** Report from County Councillor
- 7** Report from District Councillor
- 8** Public Participation Session (15 minutes set aside)
- 9** Chair's Report
- 10** Clerk's Report
- 11** RFO's Report
- 12** Neighbourhood Watch Report
- 13** Footpath Warden Report
- 14** SID (Speed Indicator Device) Report
- 15** Grant and Donation requests
  - Gislingham Playgroup
- 16** Planning DC/21/00900 – Dormouse Cottage, Mellis Road, Gislingham, IP23 8HU
- 17** Dog bin requests
- 18** Charity Meadow
  - Damage
  - CCTV
  - Signage
- 19** Policies
  - Health and Safety Policy
  - Privacy Policy
  - Community Engagement Policy
  - Cookies Policy

- Data Protection Policy
  - Parish Publication Policy
  - Safeguarding Policy
  - Transparency Code
  - Code of Conduct
- 20** Standing Orders
- 21** Financial Regulations
- 22** Risk Assessment and Management
- 23** Internal Controls
- Internal Control and Internal Audit effectiveness review
  - Internal Control Statement approval
- 24** Third Party Street Lighting Inventory 2020-2021 Approval
- 25** Finance
- Admin Payment (Clerk & RFO) **TBA**
- Zoom Subscription for March meeting (Direct from Co-op Bank account) - **£14.39**
- Cllr I Urwin expenses (online Health & Safety course) - **£36.00**
- 26** Annual Parish Council Meeting and Annual Parish (Village) Meeting
- 27** Training
- 28** Date of next meeting 19<sup>th</sup> April 2021 at 6pm via Zoom