



**MINUTES OF THE PARISH COUNCIL MEETING HELD ON
MONDAY 15th JULY 2024 at 7:00PM**

Present: Cllr J Pitt, Cllr S Alexander, Cllr F Oliver
Clerk/RFO – S Budd

Apologies: Cllr C Tranter,

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

Cllr Pitt (Vice Chair) welcomed everyone to the meeting and apologies from Cllr C Tranter was approved unanimously.

CC Cllr Fleming and DC Cllr Warboys advised they may be unable to attend due to a prior meeting.

2 To receive Declarations of Interest on Agenda items

None received.

3 To received Requests for Dispensations on Agenda items

None received.

4 To resolve the draft minutes of the Parish Council Meeting held on 20th May 2024 are a true and correct record

The amended draft minutes of the Parish Council Meeting held on 20th May 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.

6 Report from District Councillor

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

7 Public Participation Session (15 minutes set aside)

6 members of the public were in attendance who are all raising concerns regarding the pylons. One member of the public attended the Finningham Pylon meeting, Mid Suffolk sending their response to councils and requested a copy.

Clerk – Upload a link to the response when available

Residents are concerned that NG will not look after our best interests and will choose cheapest options. Gislingham is a significant point of concern and is 5th in the list on most concern due to the proximity to properties and the community.

Solar farms have already been approved along the proposed pylon route, if the route cannot change underground option would be more viable.

Cllr Pitt will try to arrange a meeting with Adrian Ramsay.

8 Chair's Report

Nothing to report.

9 Clerk/RFO Report

- A summary of reserves, receipts and payments, and a bank reconciliation, up to 31st May 2024 and 30th June 2024, were sent to Councillors prior to the meeting.
- Internal audit complete with 1 non-conformance – the Internal Control Policy was due for review in March 2024, this coincided with the Clerk leaving and was reviewed in May 2024.
- New Councillors have been added to the website and declarations of interests noted.
- Pylon response has been submitted to NG and copy sent to the new MP.
- Documents have been submitted to the External Auditor

- VAT reclaim of £1069.75 was paid onto the account on 7/6/24.

10 Neighbourhood Watch Report

Nothing to report

11 Report (Martyn Bryant)

None received

12 SID (Speed Indicator Device) Report

Stuart Wells has been looking after the VAS device for the last 7/8 years and would like to handover to a new volunteer.

The Parish Council would like to thank Stuart for the years of service he has given to the village. We are looking for a new volunteer to take over this role and Stuart is happy to show the new volunteer how to collect the data from the machine.

ACTION

Cllr Pitt to contact Stuart Wells regarding the volunteer role

13 Footpath Cutting Update

There is no SLA in place with BMSDC, two quotes obtained

BMSDC £866.84 + VAT per cut

Top Garden £900.00 + VAT per cut

After a discussion it was agreed to carry out 1 cut asap and would be discussed at the next meeting.

Cllr Pitt proposed instructing BMSDC proceed with one footpath cut, seconded by Cllr Alexander and approved unanimously.

ACTION

Clerk to contact BMSDC to advise them of the approval to one cut asap and further cuts will be discussed at the next meeting.

14 Health & Safety Lead Volunteer

After a discussion Cllr Alexander has agreed to carry out the online training and will then decide on becoming the Lead

ACTION

Clerk to book Health and Safety Training course for Cllr Alexander

15 Allotments update

Peter Neale has stepped down as Chair & Treasurer of GAGA and Eamonn Malone has agreed to take over both positions.

16 New VAS (Vehicle Activated Speed) device update

New VAS machine is working well, our quotations was based on 3 units and the siting of the other two devices is still on going, we have received approval for one to be sited near the Church and there is an existing post west bound on Mill Street where the other device can be situated.

ACTION

Clerk to obtain quote for one post to be installed near the Church

17 Parish Council Nomination request for GUC

None received.

18 Planning

- DC/24/02860 Application for Listed Building Consent – Demolition of existing garage
Location: The Old Rectory, Finningham Road, Gislegham, Eye, Suffolk, IP23 8JG

After discussing, councillors agreed that they have no objection to the application.

ACTION

Clerk to add comment to planning portal as above

19 Suffolk Preservation Society

The Suffolk Preservation Society (SPS) is the only countywide amenity society dedicated to protecting and promoting the special historic and landscape qualities of Suffolk. Cllr Oliver recommended joining the society as it could be beneficial to the council and the community in the fight against the pylons. The cost is £30 per annum

After a discussion it was agreed that the council should join the Society.

Cllr Oliver proposed and seconded by Cllr Pitt and approved unanimously.

ACTION

Clerk to pay register for Annual Membership

20 Buses

SCC have 300k funding available for bus services, have any additional services been agreed which included Gislingham, services in the village are very limited.

There is a community bus located in Stowmarket, once we have details we will post on website and Noticeboard.

ACTION

Cllr Pitt to obtain information, Clerk to post on website/noticeboard

Clerk to contact Simon Barnett Suffolk EP Passenger Group for an update on funding.

21 Charity Meadow

The play area inspection has been carried out and quotations provided for some repairs, after a discussion it was agreed to purchase play bark for zip wire area to bring the level up to standard £324.80 Proposed by Cllr Alexander and Seconded by Cllr Oliver.

Agoraspace should be repaired as per quotation £270.00 + VAT Proposed Cllr Pitt, Seconded Cllr Alexander.

Cllr Alexander has agreed to take over the bin emptying on Charity Meadow

Playing area damage

A resident notified damage to the surfacing around the cone climber, CCTV position obscures the area where the damage is and on investigation there is a second area on the same surface, it looks like the surface maybe crumbling and is not stuck to the surface underneath. It was noted that the CCTV does not cover the whole area and pictures are not very clear and paying monthly charges is a waste if the system cannot be used to our advantage.

ACTION

Clerk to contact In-House Tech to check if our system can provide better footage.

Clerk to contact MSDC to see if they can collect the waste if it was left at the exit, find out how often and the cost.

Clerk to deliver bin bags to Cllr Alexander

DBS enhanced checks

This item is to be carried forward to next meeting after we have a response from Inn-house Technology

22 Finance

Payment	Amount	Proposed by	Seconded by	Approval
Admin Payment for June 2024	£403.10	Cllr Alexander	Cllr Oliver	Unanimous
Admin Payment for July 2024	£318.57	Cllr Oliver	Cllr Alexander	Unanimous
Hire of Village Hall May 2024 PC meeting	£20.00	Cllr Alexander	Cllr Oliver	Unanimous
Hire of Village Hall June 2024 Village Pylon Meeting	£20.00	Cllr Alexander	Cllr Oliver	Unanimous
MSDC – Annual Play Inspection	£63.78	Cllr Pitt	Cllr Alexander	Unanimous
MSDC – Dog & Litter Bin Emptying	£926.09	Cllr Alexander	Cllr Pitt	Unanimous
Volunteer Expenses – S Wells Sheer Bolts VAS	£9.19	Cllr Pitt	Cllr Alexander	Unanimous
Information Commissioner Office – renewal (DD)	£35.00	Cllr Alexander	Cllr Oliver	Unanimous
Microsoft 365 renewal	£59.99	Cllr Alexander	Cllr Oliver	Unanimous
Trevor Brown – Internal Auditor	£300.00	Cllr Pitt	Cllr Alexander	Unanimous
Travel Expenses – S Budd meet auditor	£7.20	Cllr Oliver	Cllr Alexander	Unanimous

The RFO raised cheques for all payments, except HMRC, MSDC which are paid online.

23 Training

Councillor training dates

Session 1 30th July or 19th September

Session 2 6th August or 26th September

Cllr Oliver would like to be booked onto 30th July and 6th August; Cllr Pitt will confirm the dates she can attend.

ACTION

Clerk to book training for Cllr Oliver and Cllr Pitt.

24 Policies and Reports

- Safeguarding policy
- Transparency policy
- Reserves policy
- Internet Banking Policy
- Laptop & mobile Phone Usage policy
- Sickness & Absence policy
- Staff Appraisal policy
- Training policy
- Travel & Expenses Policy

The Clerk circulated the above policies to councillors prior to the meeting. Cllr Tranter approved by email prior to the meeting.

All amended policies above approved unanimously.

- Financial Regulations - SALC are currently updating the Financial Regulations module, it was agreed to carry forward to the next meeting when the SALC module is finalised.
- CCTV policy - discussed and agreed to carry forward to next meeting when CCTV is discussed

ACTION

Clerk to update and publish policies on website.

25 Date of next meeting

The next meeting is due to be held on **Monday 19th August 2024** at 7pm in Gislingham Village Hall.

Meeting Closed at 8:52pm