



**GISLINGHAM
PARISH COUNCIL**



Working for our Community

Email: clerk@gislinghamparishcouncil.com

**DRAFT MINUTES OF THE PARISH COUNCIL MEETING HELD ON
MONDAY 19th May 2025 at 6.30PM**

Present: Cllr C Tranter, Cllr C Calver, Cllr K Chapman, Cllr Fell, Clerk/RFO – S Budd,
DC Cllr R Warboys, 4 members of public, Cllr Saunders arrived at 6.45pm

Apologies: Cllr Oliver, CC Cllr Flemming

1 Election of Chair of Gislingham Parish Council 2025/2026

The Clerk opened the meeting, and the Clerk invited nominations for the Chair, Cllr Tranter offered to stand for a further year, Cllr Chapman proposed; seconded by Cllr Calver and approved unanimously with one abstention (Cllr Tranter & Cllr Saunders not present).

2 To elect the Vice Chair of Gislingham Parish Council

Councillors discussed and decided to carry forward to the next meeting as some councillors were absent.

3 To sign Acceptance of Declaration of Office

Cllr Tranter signed acceptance of declaration of office.

4 To consider and approve apologies for absence.

Apologies received from Cllr Oliver were approved, and CC Cllr Fleming was noted.

5 To receive Declarations of Interest on agenda items

None Received.

6 To consider requests for Dispensations on agenda items

None Received

7 To resolve, the draft minutes of the Parish Council Meeting held on 28th April 2025 are a true and correct record.

The draft minutes of the Parish Council Meeting held on 28th April were approved unanimously.

8 Matters Arising/Update on actions from the 28th April 2025 meeting.

A member of the public measured the encroachment of the resurfacing of the footpath next to the school, it encroaches GUC land by 14 feet. The GUC would like to be consulted on any work which may affect GUC land.

9 Report from County Councilor

CC Cllr Fleming's report can be found as an addendum to the minutes.

10 Report from District Councilor

DC Cllr Warboy's report can be found as an addendum to the minutes.

11 Footpath Warden's Report

The Annual Footpath and monthly report can be found as an addendum to the minutes.

12 Chair's Report

2024/5 was for me personally a very difficult year due to Ill Health and I would like to express my sincere thanks to former Councillor Jo Pitt for conducting the meetings during my enforced absence --YOU DID A GREAT JOB.

We have been faced with some rather testing matters during the past 12 months, namely The Norwich to Tilbury Proposed Pylon Programme
And more recently EcoPower Solar farm proposal
Both proposals represent challenges to ours and our neighbourhood villages. We are and been in consultation with both the groups that have put forward these proposals and have also engaged with our District Councillor and local MP and these discussions are ongoing.
Our next game changing matter could well be DEVOLUTION; this will change the way that things are handled in both Suffolk and Norfolk and will result in additional tasks for the Parish Council.
We held a successful; VE Day celebration and I praise all of those involved as you did a great job when at one stage it looked like it might not happen.
We look forward to the challenges ahead and will do our utmost to meet them head on whilst doing what we were able to, to the benefit of our residents
There are additional plans /proposals in the pipeline (more favourable ones !!), and we will provide details of these in due course.

13 Clerk Report

Old Laptop will be dropped off this week for the SID volunteer Antony London.
Play Area improvements awaiting quotations for net and other spare parts. Signage awaiting proofing.
Cllr Oliver is looking at wood to repair the ramp, Cllr Oliver will install the bench on CM once the bench arrives.
Top Garden have missed the grass outside the church.
A resident has reported the grass verge near the shop is no longer being cut by the contractor.

Local Government Re-organisation workshops and surveys, - To design together how any future unitary councils work most effectively with all our towns and parishes. We will therefore be asking you all what you think; and we want to bring a few of you together in workshops with us to specifically design the best future relationship between parish, town and unitary councils.
Councillors discuss and agree unanimously we should register our interest.

Cheque sent to MNP has not been received and they don't usually except cheque payments, they have requested payment via BACS, councillors agreed unanimously payment should be made in this instance.
Bus Stop Improvements funding available, no deadline for applying, a resident asked about the application for services on Thursdays and Fridays.

- **ACTION: Clerk to register interest Local Government RE-Organisation, enquire about previous applications for Bus Services, arrange drop-off of laptop, send signage to Gipping Press once approved. Contact Top Garden / SCC – grass cutting issues.**

14 RFO Report

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| • Current Account Balance 31/03/25 | £1443.64 |
| • Deposit Account Balance 31/03/25 | £39318.28 |
| • Income 2024/25 | |
| - HMRC Vat reclaim | £1069.75 |
| - Mid Suffolk District Council (CIL) | £6593.03 |
| - Mid Suffolk District Council (Precept) | £15000.00 |
| • Grants and Donations awarded 2024/25 | £596.67 |
| • Accounts 24/25 Approved by Full Council | |
| • VAT Reclaim for 2024/25 (£1758.74) was circulated to all councillors prior to the meeting, proposed by Cllr Tranter; seconded by Cllr Chapman, approved unanimously. | |
| • AGAR Sections 1 & 2 were circulated to all councillors prior to the meeting, proposed by Cllr Tranter; seconded by Cllr Calver, approved unanimously. | |

The accounts file is with the internal auditor for the annual review.

15 To discuss if Councillors wish to form a Planning Committee

Councillors discussed and decided not to have a separate committee.

16 To discuss if Councillors wish to form a Finance Committee

Councillors discussed and decided that they are happy with the current running of the finances.

17 To confirm Councillors who are members of the Staffing Panel

Cllr Tranter asked Cllr Saunders to take his seat on the council, Cllr Tranter asked if all Councillors would be happy to be members of the staffing panel, there would only need to be 3 Cllr's at any meeting. All Councillors agreed to be members of the Staffing Panel.

18 VE Day

The End of War in Europe event was a great success, the council would like to take everyone involved in making the event happen.

The Council are donating the £78.22 proceeds from the Teas and Coffee's to The Royal British Legion.

19 To Set Dates for meetings to the year ending April 2026

Monday 16th June 2025
Monday 21st July 2025
Monday 18th August 2025
Monday 15th September 2025
Monday 20th October 2025
Monday 17th November 2025
Monday 15th December 2025
Monday 19th January 2026
Monday 16th February 2026
Monday 16th March 2026
Monday 20th April 2026

20 Finance

Payments	Amount	Proposed	Seconded	Approved
Admin payment for May	£540.08	Cllr Tranter	Cllr Fell	Unanimously
Expenses C Tranter – VE Day	£75.80	Cllr Chapman	Cllr Fell	Approved, 1 abstention
Travel Expenses – internal auditor, engraving Watson bowl, plate	£12.60	Cllr Tranter	Cllr Calver	Unanimously
Expenses Cllr Oliver – ground screws	£91.79	Cllr Tranter	Cllr Chapman	Unanimously
Inn-House Technology – April paid by SO	£25.00	Cllr Tranter	Cllr Calver	Unanimously
BMSDC – Concrete base & fix bench	£855.98	Cllr Tranter	Cllr Saunders	Unanimously
SALC – Cllr Fell Training	£79.20	Cllr Calver	Cllr Tranter	Approved, 1 abstention
Expenses S Budd – Watson Bowl/plate & travel	£47.00	Cllr Calver	Cllr Chapman	Unanimously
Expenses Cllr Tranter – VE Day	£52.17	Cllr Calver	Cllr Chapman	Approved, 1 abstention
Gislingham Village Hall	£50.00	Cllr Tranter	Cllr Chapman	Unanimously

Meeting closed at 7.25pm