



**MINUTES OF THE PARISH COUNCIL MEETING HELD ON
MONDAY 15th AUGUST 2022 at 7:00PM**

Present: Cllr J Bell, Cllr I Urwin, Cllr J Mew, Cllr P Steadman, Cllr L Tacey
Clerk – J Challis, RFO – S Budd, CC Cllr Fleming
4 members of the public

Apologies: Cllr J Clifford

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

Cllr Bell welcomed everyone to the meeting including the members of the public. Apologies were received from Cllr Clifford and approved unanimously. Apologies were also noted from Mr Bryant the Footpath Warden.

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 Monday 18th July 2022, are a true and correct record.

The minutes for the meeting held on 18th July 2022 were approved unanimously.

5 Matters Arising/Update on actions from the 18th July 2022 Parish Council Meeting

All covered elsewhere on the agenda.

6 Report from County Councillor

CC Cllr Fleming read through her report, a copy of which can be found as an addendum at the end of the minutes.

Waste and Recycling reminder to avoid contaminating the recycling waste stream with GLASS and BATTERIES especially, also NAPPIES; Cllr Bell said it would be very helpful if stickers could be put on the bins to make it easy for residents to see what is/is not recyclable. There is already a precedent for this with the new BMSDC Welcome Back Funding initiative to add unifying informative stickers to litter and dog bins. CC Cllr Fleming agreed that this is a very good idea which she will pass on to the relevant department.

Traffic concerns outside Gislingham Primary School; CC Cllr Fleming will follow up for more engagement from SCC to address the problem, especially as the new academic year which starts in September will mean new pupils will soon be attending the school.

There were no further comments or questions and Cllr Bell thanked CC Cllr Fleming for her report.

CC Cllr Fleming left the meeting at 7:09pm.

7 Report from District Councillor

DC Cllr Warboys sent his report in advance of the meeting, a copy of which can be found as an addendum at the end of the minutes.

8 New Parish Councillor Co-Option

A member of the public, who has previously been a councillor, has expressed interest in becoming a councillor again. The member of the public was present and had completed a co-option application form which was circulated to councillors prior to the meeting. Cllr Bell asked the applicant to introduce themselves and explain why they wished to become a councillor, before providing an opportunity for councillors to ask any questions. Following this a ballot vote was held, to save members of the public having to leave the meeting, and the Clerk announced that the applicant had been unanimously voted in as a new councillor. New Cllr Tranter took a seat alongside the rest of the Council and was given a Register of Interests form to complete and return to the Clerk within 28 days.

9 Public Participation Session (15 minutes set aside)

Cllr Bell proposed moving to agenda items 10 (Six Bells Community Group Report), and 21 (Play Area Working Group Update), which the remaining members of the public were present for, so they could be discussed within the Public Participation Session). Agreed unanimously.

(10 Six Bells Community Group Report)

A report was received from the Six Bells Community Group prior to the meeting, a copy of which can be found as an addendum at the end of the minutes. Cllr Bell asked if the group have been successful in opening a bank account. The member of the public present in their capacity as a member of the SBCG, reported that progress has been made, although no account has been opened as yet. They again requested that the Council nominate a member to join the SBCG. Cllr Bell reiterated concerns that whilst members may join the group as private individuals, if the Council were to approve nominating a member to join the group in their capacity as a councillor, it would create a conflict of interests and impartiality. Cllr Tranter concurred that he was concerned about there being a conflict of interests.

There were no further comments and Cllr Bell thanked the member of the public for their report.

7:33pm one member of the public left the meeting.

(21 Play Area Working Party Update)

The two public members of the working party present reported that the climbing wall is now finished, and also the infant swings, cone climber (witches hat), and big swings. They are waiting for parts to arrive to finish the basketball hoop, for which they have submitted an expenses form.

Cllr Bell expressed thanks for their hard work, commenting on how improved the play equipment is now looking as a result. However she pointed out that the agreed spending (up to a maximum of £2,000.00) was intended for maintenance to the equipment only, and work to the basketball hoop should have seen 3 quotations being procured to ensure best practice and satisfy audit requirements, as it does not come under maintenance. Cllr Steadman said he would ensure any further work was for maintenance only, although most of the work is now complete.

Cllr Urwin expressed his feelings of disappointment that as Health & Safety Lead, and Playground Co-ordinator, plus a member of the working party, he was not kept informed of the work being carried out. Cllr Tranter requested that in future all councillors be kept up to date with the work and progress of the working party.

7:49pm two members of the public left the meeting.

10 Six Bells Community Group Report

Discussed within agenda item 9.

11 Nominations for Vice Chair of the Parish council 2022/23

As discussed at the Annual meeting held on 23rd May 2022, when it was agreed this would be revisited at a future date, Cllr Bell asked if there were any nominations for Vice Chair. Cllr Tranter, having previously been Vice Chair of the Council, put himself forward. Proposed by Cllr Urwin; seconded by Cllr Steadman and agreed unanimously.

12 Chair's Report

All reported elsewhere on the agenda.

13 Clerk's Report

- Signage/bin audit –grit bins are a separate item (agenda item 20).
- War Memorial – no update regarding additional funding sources as yet.
- VAS (speed indicator devices) – ongoing no update.
- An email has been received from a resident requesting the long grass/natural area immediately behind numbers 9, 10, 11 and 12 Martins Meadow be cut. The request has been forwarded to GUC as they own this area of land.
- An email has been received from a resident regarding emptying of the litter bin on Charity Meadow by the play area. It contains information on solar powered bins which increase capacity x 10 so they need emptying less, and can be monitored from a phone app. To be investigated further to see if they are worth considering.
- Defibrillator – DC Cllr Warboys has confirmed a new defibrillator can be funded from his locality budget. The Local Ambulance Service has been contacted for further advice, as suggested by the British Heart Foundation.
- The Village Hall have been asked to confirm if their booking form has been updated to include mention of the village assets available for community use, ie the sound system. Waiting for a reply.
- APPLICATION FOR PLANNING PERMISSION WITHOUT COMPLIANCE OF CONDITION(S) - DC/22/02996 Re-consultation received – councillors to advise if they would like to make a comment by the deadline of 2nd September 2022.
- An email has been received from Suffolk County Council Area Rights of Way regarding a stile near the play equipment on CM, which is in a state of disrepair. This has been redirected to GUC as it is sited on their land.
- Confirmation that the new noticeboard will be delivered around 6th September has been received.

ACTION

- **Clerk to progress signage audit, War Memorial, and new VAS devices.**
- **Clerk to investigate solar powered litter bins**
- **Clerk to follow up email to Local Ambulance Service regarding defibrillator**
- **Clerk to follow up email to Village Hall**
- **Clerk to arrange installation of new noticeboard with MSDC**

14 RFO's Report

- A summary of reserves to 31st July 2022, and receipts and payments to 31st July 2022 were sent to Councillors prior to the meeting.
- Top Garden have not replied to any emails or phone calls regarding the increase of £7.50 per cut which falls outside of the agreed contract, as discussed at the meeting held on 18th July 2022. RFO will try to make contact with them again to discuss.
- SAAA (Smaller Authorities' Audit Appointments) 2022 Opt-out Communication - Under the Local Audit (Smaller Authorities) Regulations 2015, SAAA is responsible for appointing external auditors to all applicable opted-in smaller authorities. The next 5-year appointing period runs from 2022-23 until 2026-27 and SAAA has undertaken a procurement exercise to appoint auditors to each County area from 1 April 2022. Whilst all smaller authorities are opted into the central procurement of external auditors by default, any authorities who do not wish to be part of the SAAA arrangements must formally notify SAAA that they wish to opt out no later than 28 October 2022. After discussing, Cllr Bell proposed the council do not opt out and to allow SAAA to appoint the external auditor for the next 5-year period. Seconded by Cllr Urwin and approved unanimously.

ACTION – RFO to contact Top Garden and SAAA as above

15 Neighbourhood Watch Report (Clerk)

The August report can be found as an addendum at the end of the minutes.

16 Tree Warden's Report (Cllr Clifford)

Cllr Clifford provided the following report: A quick update on the tree/biodiversity project. I have been in touch with Richard Parmee who is running the project and he has confirmed that the bottom half of Charity Meadow (the part behind Martin's Meadow) and Town Yard would both be eligible to have trees supplied for planting (because they are accessible to the public). They may also be eligible for wildflower seeds (subject to the site being suitable for wildflowers) but parishioners would need to take responsibility for planting/sowing.

I have already contacted the Church Warden who has confirmed that the Gislingham Church would like some wildflower seeds for the back half of the churchyard.

I am waiting to hear back from GUC about Town Yard and Charity Meadow, but I would particularly like to get a tree or 2 and some wildflowers in Town Yard. I will also request some seeds for the sloping area opposite the village hall.

I will follow up on this when I return from holiday.

ACTION – Cllr Clifford as above

17 Footpath Warden's Report (Martyn Bryant)

Report to follow for September meeting.

18 SID (Speed Indicator Device) Report

The SID report for can be found as an addendum at the end of the minutes.

19 National Grid East Anglia GREEN proposal update

- National Grid have advised that following the recent public non statutory consultation, they are reviewing all the feedback and comments received. To understand more about

the environment, they need to carry out walkover surveys which will be carried out on land within the corridor, some adjoining land, and areas that have been identified through consultation feedback as potentially sensitive. The surveys will help to assess the landscape, ecology and cultural heritage aspects of the area, to inform further detailed environmental assessments.

Further information about the surveys can be found on the [news area](#) of their website, along with [Information for landowners](#).

- Jo Churchill MP has advised that following the non-statutory consultation that was conducted by National Grid in relation to the East Anglia GREEN proposals, as a group of local MPs they have decided to undertake a survey of the communities who would be most affected by the plans. In particular, they are keen to understand the perceptions that local residents had of the consultation and the options they were given regarding transmission of the generated electricity. This is due to National Grid stating in a recent meeting that an offshore option was meaningfully discussed in the consultation. There is a survey being conducted through the website of James Cartlidge MP and can be found at <https://www.jamescartlidge.com/EAGREENSurvey>. The closing date for the survey is 20th August 2022.

8:18pm Cllr Steadman left the meeting

20 New Grit Bins

The Clerk shared a map with councillors showing the locations of the current grit bins in need of replacement, plus locations to consider where there is no grit bin immediately nearby. There are 12 bins in need of replacement, and 10 suggested locations.

New grit bin locations need to be approved by SCC Highways and meet set criteria. The Council also needs to record a list of volunteers who will be utilising the bins to carry out gritting of the highway. The list must be maintained for inspection by Suffolk highways on request.

After discussing, Cllr Urwin proposed replacing the current 12 grit bins, but not to add any new locations at the moment. Seconded by Cllr Bell and agreed unanimously.

ACTION – Clerk to obtain 3 quotations for new grit bins, for discussion and approval at the next meeting, and to action a list of volunteers as above.

21 Charity Meadow

- **CCTV Update**

The CCTV provider has arranged for their contractor to lay the cable to connect the power supply from the school to the tower on Friday 19th August. The contractor would like to do this prior to the installation of the running track which the school has advised will start week commencing 22nd August. External access to the school grounds needs to be arranged with the school for 19th August.

- **Play Area Working Party Update**

Discussed under agenda item 9.

- **Play Area Quotations**

We are waiting for the 3 quotations for the first stage (resurfacing and the under 6 area) to be updated to reflect the changes agreed at the meeting held on 18th July 2022. Cllr Mew has forwarded details of a company who may be able to help with the zip wire surfacing to the Clerk.

Cllr Tacey reported that she has started speaking to residents about the items of new equipment they would like to see once the first stage has been completed. So far feedback from younger children has been that they would like to see role play equipment ie a tractor or train. Cllr Tacey also said she feels it is important to include the older children and teenagers in discussions regarding what they would like to see, in order to encourage them to be more respectful towards it.

ACTION

- **Clerk to liaise with the school to arrange access for the cable laying contractor**

- **Clerk to circulate the 3 updated play equipment quotations once received, and approach the company suggested by Cllr Mew regarding the zip wire surfacing**

22 Finance

Payment	Amount	Proposed by	Seconded by	Approval
Admin Payment August 2022 (Clerk & RFO)	£690.63	Cllr Bell	Cllr Urwin	Unanimous
Clerk mileage expenses (July PC meeting & August Appraisal meeting)	£17.10	Cllr Tacey	Cllr Mew	Unanimous
Hire of Village Hall (July PC meeting & Book Sale meeting)	£40.00	Cllr Mew	Cllr Urwin	Unanimous
Julie Bell expenses (mileage visiting PC bank)	£22.50	Cllr Urwin	Cllr Mew	Unanimous with 1 abstention
Julie Bell expenses (postage)	£3.05	Cllr Mew	Cllr Tacey	Unanimous with 1 abstention
Ian Urwin expenses (Bin bags)	£5.85	Cllr Bell	Cllr Tacey	Unanimous with 1 abstention
Chris Pitt (Six Bells Community Group Questionnaire printing costs)	£45.00	Cllr Bell	Cllr Urwin	Unanimous
Microsoft (annual subscription)	£59.99	Cllr Tacey	Cllr Urwin	Unanimous
David Hardman expenses (Playground Working Party – basketball backboard and hoop)	£656.40	Cllr Tranter	Cllr Tacey	Unanimous with 1 abstention
Morelock Signs (additional amount to include fixings)	£24.76	Cllr Tacey	Cllr Tranter	Unanimous
Clerk Expenses (sight test/glasses for VDU)	£33.50	Cllr Bell	Cllr Urwin	Unanimous

The RFO prepared cheques for Cllr Bell and Cllr Urwin's expenses, which were signed by Cllr Tranter and Cllr Urwin, and Cllr Tranter and Cllr Bell respectively.

ACTION - Cllr Bell to pay remaining payments by bank transfer

23 Training

Cllr Alexander and Cllr Tacey still to confirm which New Councillor Training dates they can attend.

ACTION – Cllr Alexander and Cllr Tacey to let the Clerk know which training dates they can attend

24 Policies and Reports

Next review date is September 2022.

25 'IN CAMERA'

26 Date of next meeting

The next Parish Council meeting will be held on Monday 19th September 2022 at 7pm in Gislingham Village Hall.

Following the death of Queen Elizabeth II the meeting date has been changed to Monday 26th September 2022 at 7pm in Gislingham Village Hall.

County Councillor Report

August 2022



Gislingham Parish Council

Councillor Jessica Fleming, Hartismere Division, Suffolk

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Sizewell C - Following the decision to grant the Sizewell C Development Consent Order in July, there is now a six week period in which judicial review challenges may be made. Subject to any legal challenges, Suffolk County Council will work with EDF, local communities and local authorities, to ensure that the scheme is constructed accordingly and that opportunities for Suffolk are maximised.

East Anglia Green Surveys – EAG is currently reviewing feedback received from consultations. It needs to carry out walkover surveys on land within the preferred corridor or identified through consultation feedback as potentially sensitive. The surveys will assess landscape, ecology and cultural heritage aspects of the area. Consultant Fisher German is working on behalf of National Grid to contact landowners and to arrange access for surveys.

Also please note the residents' survey distributed by MP Jo Churchill and circulated by the Parish Council, feedback to MPs on the consultation is important particularly if EAG believes that the offshore option was presented and explained at the consultation events.

New Lorry Route map - The Suffolk County Council Lorry Route Plan has been updated following consultation. Changes include utilising new by-passes and link roads at Beccles, Eye and Haverhill to divert traffic away from town centres, and downgrading routes at Leiston and Stowlangtoft. The new edition also features, for the first time, routes in Ipswich. Hauliers are not compelled to use recommended the routes but it is intended discourage use of routes that can cause disruption and road safety concerns to local communities.

[Read more about the review and view the new map here.](#)

Waste and Recycling – a reminder to everyone to avoid contaminating the recycling waste stream with GLASS and BATTERIES especially, also NAPPIES. Glass contamination was up by 10% in 2020/21 at the Material Recycling Facility in Blakenham Batteries have caused two fires there in the last couple of weeks, also please see <https://www.circularonline.co.uk/news/research-three-times-more-fires-caused-by-batteries-in-waste-stream-than-previously-reported/>

District Councillor’s Report for Gislingham Ward: Mellis, Gislingham, Thornham, Wortham & Burgate, Wickham Skeith Parish Councils

August 2022

CIFCO	Rent collection is above expectations for 20/21 , awaiting new business plan. The portfolio has increased in value accounting for an increase in profits. There is a programme of improving properties to meet EPC C, this in turn leads to increased rents. Leases are for an average of 7 years.
Gateway 14	A further £5 million has been authorised to fund further preparatory works.
Mid Suffolk rural transport/electric minibus project.	Member Working Group to meet early Sept. Following the approved budget amendment to ringfence funding of £560,000 capital and £260,000 revenue from the Growth and Efficiency Fund within the 2022/23 budget for rural transport provision utilising electric buses, research has been carried out to explore a range of different options as to what this provision might look like, the deliverability of these options, and some other alternatives that may be worth consideration.
Electoral Services	<p>Residents will shortly start receiving letters and emails from the Electoral Services Team asking them to check and update the information we hold on their household. The emails are being sent via the GOV.UK Notify email service. and will look like the dummy example attached.</p> <p>The letters will be branded with the joint logo and any replay envelopes will be addressed to Endeavour House.</p> <p>Residents who want to respond to us online will be asked to use https://www.registersecurely.com/BaberghandMidSuffolk this website is managed by our contractor and is fully integrated with our Electoral Management System.</p>
Housing Revenue Account	<p><u>Capital Programme in total</u></p> <p>For 2021/22 HRA had an approved annual budget of £26.3m but we also had a carry forward of £13.6m due to slippage from 2020/21 which gave us a total pot of almost £40m. Ongoing difficulties with supplies and staffing issues.</p> <p>HRA spent £13.9m in 2021/22 and are carrying forward £24.6m to be spend over the next few years.</p> <p><u>There are two main elements to this</u></p> <p>Planned maintenance - we have spent more than the annual budget of £2.5m (we spent £2.6m) but we haven’t spent to previous years carry forward of £2m – due procurement delays and supply issues.</p> <p>New build and acquisition we had an annual budget of £23.3m which we have spent £10.8m but we haven’t yet spent the carry forward from previous years of £11m - some schemes will complete over the next 2 to 3 years</p> <p>We have acquired 32 new properties during 2021/22, however we have also lost 21 properties through the RTB scheme.</p>
The “Lewes” Model	Mid Suffolk DC is investigating a cooperative approach with other district councils across Suffolk to bring retrofitting home insulation “in-house.”
CIL Changes	<p>There are changes to eligibility, to include projects to reduce carbon footprints.</p> <p>There are 45 emerging projects across and beyond Mid Suffolk, a Parish Infrastructure Plan, PIP, is a useful way to develop a CIL bid.</p> <p>This a link to the Babergh and Mid Suffolk District Councils Local Cycling and Walking Infrastructure Interactive map. Projects have been identified and now need follow up</p>

	<p>work to the point of making a CIL bid. Perhaps Parishes would like to identify and propose which routes should be a priority.</p> <p>https://www.google.com/maps/d/edit?mid=1sxy99y1tOzI74iXgTZrB9-ofvsF1q7nH&ll=52.329927066523766%2C1.0450080800292971&z=13</p>
Locality Grant scheme 2022/23	<p>The next round of Locality Grants is now open. Although the deadline is not until March 2023, I welcome applications from community groups. Details are available on the website https://www.midsuffolk.gov.uk/communities/grants-and-funding/locality-awards-guidance/. Please contact me in the first instance. I have already used some of the funding to support the Jubilee Celebrations throughout Gislingham ward.</p>

Cllr. Rowland Warboys (Green Party)
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SIX BELLS COMMUNITY GROUP REPORT

As you know the Six Bells Community Group (SBCG) carried a comprehensive survey throughout the village ascertain residents’ level of support and views on the facilities they would like to see in a “new” Six Bells. The clerk was provided with a copy of the survey.

We were greatly encouraged by the high level of response. The number of responses totally eclipsed even the torrent of objections residents raised with Mid Suffolk District Council (MSDC) to the proposed Change of Use planning application for our pub to become a vet’s practice. Responses received represented the views of more than 300 village residents. There was a hugely positive score in favour of maintaining the pub with an average response of 9.26 out of 10 to question 4 with 110 responses scoring 10. There was very strong support for a restaurant (with a very strong and detailed response on the catering options) and garden facilities. Most encouraging was that approximately half of the respondents saying they would be willing to get personally involved in the project and more than half stating they would be prepared to make a financial contribution to the purchase of the Six Bells.

We believe this gives our group, hopefully supported by the Parish Council, a strong mandate to take this project forward following the expiry of the appeal period in mid-September.