



**GISLINGHAM
PARISH COUNCIL**



Working for our Community

**Clerk: Ms Jane Challis
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**MINUTES OF THE PARISH COUNCIL MEETING HELD ON
MONDAY 21st NOVEMBER 2022 at 7:00PM**

Present: Cllr J Bell, Cllr I Urwin, Cllr C Tranter, Cllr L Tacey, Cllr S Alexander
Clerk – J Challis, RFO – S Budd, DC Cllr Warboys
2 members of the public

Apologies: Cllr Mew

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 Mew after the meeting had closed and will be included for consideration and approval at the next 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 Monday 17th October 2022, are a true and correct record.

The minutes for the meeting held on 17th October 2022, were approved unanimously as a true and correct record, with two abstentions (councillors who were not present at the meeting).

5 Matters Arising/Update on actions from the 17th October 2022 Parish Council Meeting

All covered elsewhere on the agenda.

6 Report from County Councillor

CC Cllr Fleming's report can be found as an addendum at the end of the minutes.

7 Report from District Councillor

DC Cllr Warboys read through his report, a copy of which can be found as an addendum at the end of the minutes.

7:07pm Cllr Alexander arrived.

Cllr Bell thanked DC Cllr Warboys for his report.

8 Public Participation Session (15 minutes set aside)

One member of the public was present in his capacity as a Gislingham Speed Watch Coordinator. He asked if the relocation of the 30mph sign on Thornham Road could be investigated by the council again. He advised that since it was looked at by the council in 2021 the situation has changed, with an increase in speeding outside of the new Lovells Development. He said the new development has in effect changed the village boundary, so the sign is now in the wrong location. The Speed Watch Team recently asked the Police to conduct a speed safety check at this location, and feel the level of speeding is a both a road safety, and resident safety concern. After discussing, Cllr Bell said the council would look into again, needing first of all to ascertain the legal requirements for the placement of a 30mph in relation to residential developments.

ACTION – Clerk to find out legal requirements regarding location of 30mph sign and include as an agenda item at the next meeting

The second member of the public was present as a member of the Six Bells Community Group. They reported that as yet, a start date has still not been given for the appeal against DC/21/06315 – the Six Bells Inn change of use refusal.

Cllr Bell thanked the members of the public for their contribution.
7:32pm two members of the public left the meeting.

9 Chair's Report

- Cllr Bell advised she is due to visit the new SALC offices in Claydon on 24th November 2022.
- Cllr Bell had an introductory meeting with the new headteacher at Gislingham Primary School on 18th November.

10 Clerk's Report

- The grit bins have been ordered, and the signage within the village in need of repair or replacement has been reported to SCC again. The signage for the CCTV on Charity Meadow has been delivered.
- War Memorial – pursuing funding assistance from the War Memorials Trust.
- VAS (speed indicator devices) – ongoing; no update.
- Unfortunately the new noticeboard appears to have an issue with the seal, condensation has built up inside, and the board and paperwork are very damp. After discussing, councillors agreed the best course of action is for the Clerk to contact the supplier with photos of the problem, requesting their urgent attention to the matter given that the noticeboard has only just been delivered and installed.
- Play equipment/surfacing CIL bid application – the application for the October CIL bid round, to access funds being held by MSDC relating to the Lovells Estate development, was submitted within the October bid round. MSDC Infrastructure have advised that they will be in contact regarding the bid by end of this month.
- Gislingham United Charity have given their consent for the broken stile on the area of land known as Town Yard to be removed. The Footpath Warden has kindly offered to take it down as soon as the weather allows.
- An email has been received from a resident regarding the verges opposite the new Lovells development. Lovells previously agreed to reinstate the verges, which were being eroded by lorries entering the site, as soon as the work to the development was complete. The resident has asked if this can now be looked as the work appears complete. Councillors discussed the request but were unsure whether the work is actually near completion. It was agreed for the Clerk to contact Lovells Developments to ask for confirmation.

- The Village Hall has confirmed that following their CIL funding application for a new marquee up to a value of £600 approved at the Parish Council meeting held on 18th October 2021, they are planning to go ahead with the purchase spring/summer 2023. They also advised that the dishwasher which was part of the CIL fund application totalling £13,579.35 approved at the parish council meeting held on 17th August 2020, is yet to be purchased because the kitchen refurbishment has had to be put on hold. It will be looked at in the next financial year.
After discussing, councillors agreed unanimously that the Village Hall need to submit a new CIL fund application for the marquee due to the length of time that has now elapsed. Councillors noted MSDC stipulate that funds received from a successful CIL bid application must be used within 2 years, otherwise they are withdrawn. Councillors agreed that the Grants and Donations policy should be updated to include a time limit on the use of funds approved via a CIL application.
- Defibrillator – no further update. The British Heart Foundation advised to contact the Local Ambulance Service for information on defibrillator models and servicing/maintenance requirements, and we are awaiting their reply.

ACTION

- **Clerk to ask MSDC if they can fit the CCTV signage when they install the second Welcome Back Funding dog bin**
- **Clerk to progress VAS devices, and War Memorial funding**
- **Clerk to contact noticeboard supplier as above**
- **Clerk to contact Lovells Developments as above**
- **Clerk to advise the Village Hall that they will need to submit a new CIL fund application for marquee**
- **Clerk to update the Grants and Donations Policy as above for councillors' approval at the next meeting**
- **Clerk to follow up Local Ambulance Service advice request regarding defibrillators**

11 RFO's Report

- A summary of reserves, receipts and payments, and a bank reconciliation, all to 31st October 2022, were sent to Councillors prior to the meeting.
- Cllr Tranter has conducted the 6-month accounts check, and reported the accounts are in order.
- The SAAA (Smaller Authorities' Audit Appointments Ltd) have confirmed that PKF Littlejohn Ltd have been appointed as the council's external auditor for the 5-year period 2022/23-2026/27.
- SALC have advised that the NJC (National Joint Council) has agreed the pay increase for 2022/23 which is backdated to 1st April 2022. In addition, they have agreed that all employees covered by this national agreement will receive one day additional holiday entitlement (pro rata) from 1st April 2023.

Following the RFO's report, Cllr Bell proposed approval of the back dated pay increase, and one day additional holiday pro rata, for the Clerk and RFO. Seconded by Cllr Alexander and approved unanimously.

Cllr Bell advised that the Co-op bank's online facility is becoming increasingly difficult to use, and that without the security of dual authorisation for payments, she would like to revert back to making all payments by cheque.

Councillors discussed the option of moving to a new bank with better online banking facilities.

ACTION – RFO to investigate alternative banks account options

Cllr Bell proposed moving to agenda items 19 and 20. Approved unanimously.

(19 Consider and approve Budget 2023/24)

The RFO had sent a Draft Budget 2023/24 to councillors prior to the meeting. After discussing, Cllr Tranter proposed approval of the Budget 2023/24; seconded by Cllr Urwin and approved unanimously.

(20 Consider and approve Precept 2023/24)

After discussing the figures presented by the RFO, which include projected income from VAT due to be reclaimed, Cllr Tranter proposed requesting a precept figure of £13,176.00 for 2023/24. Seconded by Cllr Urwin and approved unanimously.

The RFO completed the Precept 2023/24 request form, which was signed by the Chair and the Clerk (Proper Officer).

ACTION – RFO to submit completed Precept request form to MSDC by 31st January 2023 deadline.

12 Neighbourhood Watch Report (Clerk)

The November Neighbourhood Watch Report was sent to councillors prior to the meeting and can be found as an addendum at the end of the minutes.

13 Footpath Warden's Report (Martyn Bryant)

The Footpath Warden sent his report prior to the meeting, a copy of which can be found as an addendum at the end of the minutes.

14 SID (Speed Indicator Device) Report

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

15 EN0200227 East Anglia GREEN EIA Scoping Notification and Consultation

National Grid has asked the Planning Inspectorate on behalf of the Secretary of State for its opinion (a Scoping Opinion) as to the information to be provided in an Environmental Statement (ES) relating to the proposed development. This is the first statutory part of the proposal, and a response must be submitted to the Planning Inspectorate by 5th December 2022. The Parish Council agreed that they OBJECT to the East Anglia GREEN proposal at the Annual meeting held on 23rd May 2022. After discussing councillors agreed to send their comments regarding the Scoping Consultation to the Clerk for collation, prior to the deadline of 5th December 2022.

ACTION – Councillors to forward their comments to the Clerk as above

Response sent to the Planning Inspectorate on 5th December 2022:

Where both sections of National Grid's proposed high voltage electricity network cross Thornham Road in Gislingham, (on either side of the Railway bridge off Thornham Road), they enter land whose current use is agricultural. These areas of land have been farmed for food production for hundreds of years.

As a rural village the purpose of the settlement of Gislingham has for over a thousand years been based around food production. The proposal either removes or limits the ability for farmers to continue that traditional role.

This does not just damage the current and future generations of those farmers to generate income from their land, it also risks changing the nature of Gislingham away from its traditional role as a centre of food production. Such a change is not only contrary to current Planning Policy, but also contrary to the long-term interests of the United Kingdom as a self-sufficient producer of grain to enable the country to feed itself sustainably.

Putting these Pylons across agricultural land is contrary to national interest, Planning Policy, and damages the interests of those landowners involved in vital food production. In addition, the pylons will have a negative impact on the much used footpath and bridleway network, property values, and businesses linked to tourism in the parish, due to the detrimental visual impact of the pylons.

We do not believe the viable alternative options have been fairly or transparently presented for public consultation by the National Grid. In fact we are aware that National Grid have now conceded to this, and therefore we strongly believe that it is inappropriate for the Scoping Consultation to be conducted at this time.

National Grid has started to remove pylons and overhead cable as it heads towards the conclusion of its first Visual Impact Provision, to transform views of the Dorset AONB (Area of Outstanding Natural Beauty). It is inconceivable that National Grid's Visual Impact Provision does not extend to East Anglia.

Therefore Gislegham Parish Council objects to the National Grid's East Anglia Green Energy Enablement proposal to reinforce the high voltage electricity network from Norwich main substation to Tilbury substation, by way of a new line of 400kv pylons. Suffolk County Council has also confirmed its intention to object to the proposals, stating its belief that there are better ways to meet the demands of energy projects, such as an undersea network, which it claims has not been fully investigated.

16 Rural England Prosperity Fund Engagement

This is a survey, sent to councillors prior to the meeting, which is part of BMSDC's stakeholder engagement/consultation for the Rural England Prosperity Fund, which supports the aims of the government's Levelling Up White Paper and Future Farming Programme. After discussing councillors decided that the survey was more relevant to larger parish and town councils, and agreed unanimously there was no need to complete it.

17 Planning

- **SN/22/00417/SN – Lodge Farm, Back Street, Gislegham, IP23 8JH – to consider new road name for this development.**

MSDC Building Control has asked the council to consider a name for this new development. After discussing, councillors agreed unanimously that they would like it to be called Willow Close.

ACTION – Clerk to advise MSDC Building Control as above

18 Charity Meadow

- **CCTV and SIM card update**

The Clerk explained that the SIM card has not been purchased due to the finance agreement for the monthly contract payment requiring a personal credit check to be carried out against the applicant, even though it is being arranged on behalf of the council. The CCTV supplier has a contract with BT and has therefore agreed to supply a BT 4G SIM card with unlimited data, and invoice the council £20.83 plus VAT per month, which is less than the O2 SIM card. There will be no need for any credit checks.

The CCTV supplier met with the Clerk and Cllr Bell to provide training on the CCTV operating system, and deliver signage to be displayed on Charity Meadow.

- **New equipment/surfacing update**

The supplier arranged to start the resurfacing work and installation of the new under 6 area equipment week commencing 7th November, but was unable to proceed due to issues accessing Charity Meadow. The ground was too soft following the recent high levels of rainfall, so they will arrange to come back when the ground is harder, which they hope will be before the New Year.

Due to the contract value being over £25,000.00, the details need to be published on the Contracts Finder website.

ACTION

- **Clerk to arrange for CCTV signage to be erected**
- **Clerk to publish details of resurfacing and new play equipment contract on the Contract Finders website**

19 Consider and approve Budget 2023/23

Approved as above.

20 Consider and approve Precept 2023/24

Approved as above.

21 Finance

Payment	Amount	Proposed by	Seconded by	Approval
Backdated pay increase – Clerk	£276.50	Cllr Urwin	Cllr Alexander	Unanimous
Backdated pay increase – RFO	£45.00	Cllr Tranter	Cllr Urwin	Unanimous
Admin Payment November – RFO	£128.25	Cllr Tranter	Cllr Urwin	Unanimous
Admin Payment November - Clerk	£612.16	Cllr Alexander	Cllr Tacey	Unanimous
Clerk mileage expenses (October PC meeting, and Charity Meadow meeting)	£17.10	Cllr Tranter	Cllr Urwin	Unanimous
Clerk mileage expenses (CCTV meeting)	£8.55	Cllr Alexander	Cllr Tacey	Unanimous
Hire of Village Hall (October PC meeting)	£20.00	Cllr Tranter	Cllr Urwin	Unanimous
PWLB (Public Works Loan Board) DIRECT DEBIT December 2022	£1,004.02	Cllr Bell	Cllr Tranter	Unanimous
SALC Module 6 inv. 26553	£31.20	Cllr Alexander	Cllr Tacey	Unanimous
Chair mileage expenses (for visiting new SALC offices in Claydon)	£16.10	Cllr Alexander	Cllr Tacey	Unanimous with 1 abstention

The RFO raised cheques for all payments above, (excluding the PWLB direct debit), which were signed by Cllr Bell and Cllr Urwin, apart from the cheque for Cllr Bell's expenses, which was signed by Cllr Urwin and Cllr Tranter.

22 Training

Cllr Tacey and Cllr Alexander asked the Clerk to send them the most up to date New Councillor training dates, as they were unable to directly access training information on SALC's website.

ACTION – Clerk as above

23 Policies and Reports – next review date January 2023

24 Date of next meeting

Cllr Bell suggested cancelling the December meeting; an Extraordinary meeting can be called to discuss any urgent business should it arise. Agreed unanimously.
The next meeting of Gislingham Parish Council will be held on Monday 16th January 2023 at 7pm in Gislingham Village Hall.

Meeting Closed at 9:35pm

