

**FINAL MINUTES OF THE PARISH COUNCIL MEETING HELD BY VIDEO LINK  
ON MONDAY 15<sup>TH</sup> JUNE AT 6PM**

**Present:** Cllr J Bell, Cllr J Clifford, Cllr I Urwin, Cllr E Sheehan, Cllr D Kearsley, Cllr C Tranter, Clerk S Jarvis  
SC Cllr J Fleming, DC Cllr R Warboys, 1 member of the public

**Apologies:** Received from Cllr F. Oliver

**1. Chairman's welcome and to accept Councillors' apologies for absence**

Cllr Bell welcomed everyone to the meeting. Apologies from Cllr Oliver accepted.

**2. To receive Declarations of Interest**

None received

**3. To consider requests for Dispensations**

None requested

**4. To resolve that the Minutes of the meeting of the Parish Council held on Monday 16<sup>th</sup> March 2020 are a true and correct record.**

Cllr Bell proposed and Cllr Tranter seconded that the minutes for 16<sup>th</sup> March 2020 be approved and they were approved unanimously.

**5. Public Participation Session (15 minutes set aside)**

A member of the Public attended as representative for himself and 3 other households living in the vicinity of the proposed development which will be for Council discussion at item 6. He expressed the feelings of grievance that they feel about new and unexpected development that they have only recently become aware of. He stated that they feel there has not been transparency from the developer about the planned additions, and that the residents had received the impression that the area would remain as a green space. Initial discussion took place prior to item 6. Cllr Sheehan expressed his sympathy with the residents' concerns, speaking as a resident himself who has followed the development of the whole site, however to his knowledge there has been a longstanding plan to add to the development. District Cllr Warboys stressed the importance of any residents with concerns making their objections known by commenting on the planning area of the Mid Suffolk District Council (MSDC) website, and explained that the reasons for objecting must be objective, material reasons such as being overlooked, safety around access and traffic. This would ensure that the residents' concerns come to the attention of the Case Officer. Cllr Bell re-iterated that planning decisions are not made by the Parish Council and that it can only note their support or objection to a planning application.

## 6. Planning – Behind Crocus Lane DC/020/02054

It was clarified by Cllr Bell at the start of the discussion that this item is to discuss only the 3 affordable dwellings. Concerns were raised by Councillors about the likelihood of further development, whether trees would be protected, and landscaping. Cllr Bell informed that Outline Planning Permission was granted last year, and suggested residents consult with their Solicitors regarding Local Authority Searches. Cllr Kearsley stated that the two areas for potential future development in Gislingham that she is aware of are situated south-west of Gislingham and that there are existing restrictions to development to the East of the area under discussion. Further discussion ensued about whether Gislingham has achieved the numbers specified in the MSDC Five-year plan. Cllr Warboys was able to confirm that development in Gislingham is currently slightly in excess of the numbers at present so there is no pressure for further development, however the plan is reviewed on an ongoing basis.

Cllr Bell then brought the discussion back to Council's decision about their comment on this Planning Application. The current existence of Affordable housing in this area of the village was further discussed, and Councillors wished to stress that they have no objection to affordable houses per se, with District Cllr Warboys expressing that there seems to be a lack of starter homes in Gislingham. Discussion continued about whether concern can be expressed by Parish Council about the further development following the affordable houses, also that residents' concerns must be listened to and acted upon if possible.

The member of the public was asked whether notices of this development had been posted locally, and he stated that he had not seen any.

It was proposed by Cllr Sheehan and seconded by Cllr Tranter, that the Parish Council do not support this application on the grounds of a) safety concerns; b) density of housing on this proposed development; c) existing properties potentially being overlooked; d) amenities spaces being potentially insufficient. The Parish Council also suggest that numbers of the future builds on this site are reduced. Motion agreed with the abstention of Cllr Urwin as planning is not in his field of knowledge. Cllr Bell commented that once things return to normal Cllr Urwin to undertake training on Planning.

**ACTION: CLERK to investigate whether any future development is planned. Clerk also to prepare comment for the MSDC comment and circulate it to Council, then post the comment on MSDC website before 24<sup>th</sup> June.**

**ACTION: DCLLR WARBOYS to send a copy of Five-Year Development Plan to the Clerk, also to discuss the whole development and its history with the Case Officer and communicate any findings to the member of the public, and the Parish Clerk.**

At this point, 19.10hrs, Cllr Tranter made his apologies as he had to leave the meeting. The member of the public also thanked the Parish Council and left the meeting.

County Cllr Fleming was invited to speak, and informed that she will follow up new information regarding Public Transport and buses with an email to the Parish Council. Cllr Fleming's report is attached as an addendum to the minutes. County Cllr Fleming then left the meeting.

District Cllr Warboys was invited to speak, he informed that there is currently a lot of new discussion in local government regarding cycling routes, and he would like to hear any suggestions or feedback from the Parish Council or any cyclists regarding this. His full report is attached as an addendum to the minutes. District Cllr Warboys left the meeting at 19.15hrs.

**7 Parish Councillor resignations (Casual Vacancy)**

Cllr Bell announced that Cllr Saunders and Cllr Holder had recently resigned and were thanked for their time whilst serving on the Parish Council.

**ACTION: CLERK to place notice of the 2 Casual Vacancies on the village Noticeboard. Cllr Bell to arrange publication on the Parish Council Website.**

**8 Annual Accounts**

**8.1 Annual Internal Audit Inspection was received and noted by the Parish Council.**

**8.2 To approve AGAR Sections 1 and 2**

**8.2 a. Section 1 - the Clerk read out the Annual Governance Statement.**

Cllr Urwin proposed and Cllr Bell seconded that the Annual Governance Statement be approved, and it was approved unanimously.

**8.2 b. Section 2 – the Accounting Statements**

The Accounting Statements were approved unanimously.

Cllr Bell then confirmed that any member of the public can request a hard copy of the Parish Council's Annual Accounting Statements at a cost of 50pence.

**ACTION: APPROVED AND SIGNED ANNUAL ACCOUNTS to be published on the website (CHAIR) and the Village Noticeboard (CLERK)**

**9 Finance – to approve the following Invoices for payment**

ADMIN COSTS		£524.70
CLERK	Zoom Subscription 1 month	£14.39
T. BROWN	Annual Internal Audit 2019-20	£230

Approved for payment.

**ACTION: CLLR BELL TO PAY APPROVED INVOICES BY BACS TRANSFERS AND CIRCULATE CONFIRMATION OF PAYMENT TO CLERK AND COUNCIL.**

**10 Next Parish council Meeting TBA**

**Meeting closed by Cllr Bell at 19.25hrs**

Signed Sally Jarvis, Clerk to Gislingham Parish 22<sup>nd</sup> June 2020

## District Councillor Report Gislingham Ward: Wickham Skeith, Thornham Magna, Gislingham, Wortham and Burgate, Mellis. June 2020

Covid-19	Staff are continuing to work from home, making use of Skype to hold virtual meetings with colleagues and residents; non-urgent site inspections are not taking place. Many officers have been seconded to different duties to help MSDC respond to the issues arising from the pandemic.
Meetings	There have been very few meetings held, all of them virtual meetings via Skype. In May a joint MSDC and Babergh DC Cabinet meeting took place and another joint meeting is being held on 9 June. A virtual full Council meeting is being planned for July; this will be the Annual General Meeting at which the Chair of the Council will be elected for the year and appointments to committees and outside bodies will be confirmed.
Trees for Life	The Tree for Life scheme has been relaunched. Parents of children born or adopted during 2020 can apply for a free tree to plant in their own garden or other suitable location. It is open to all families in Mid Suffolk who welcome a new arrival between 1 January and 31 December 2020, in addition to parents who may have lost a child during the same period to apply for a remembrance tree. The closing date for applications is 17 January 2021.
Small Business Grants	A new Discretionary Grant is now open for businesses based in shared offices or other flexible workspaces, market traders, bed and breakfasts and small charity properties. The value of the grants range between £2,500 - £5,000 and can only be claimed by businesses who have been unable to access any other grants. Details are on the MSDC website. There are now various different grants schemes; we have continued to encourage businesses and other organisations who have not already done so to apply for a grant to help them through this difficult time. If you run a business or know someone who does and may not have applied, please get in touch with us or go to the MSDC website where there are details and an on-line application form.
Emergency Needs Grants	MSDC has funds to support organisations providing help to vulnerable residents. Community groups, along with town and parish councils, are playing a key role in easing the challenges faced by residents at this time. A Covid-19 Emerging Needs Grant was set up last month, ensuring much-needed funding could be provided to new and existing groups. Grants of up to £2,500 can be applied for to cover increased costs incurred as a result of the Coronavirus. There are details on line, or contact one of us.
Safer Shopping and Outdoor Leisure	As lockdown measures are eased, there is a need to change the way we visit businesses, shops and open spaces. MSDC is working with other councils across Suffolk to introduce measures to reduce the risk of COVID-19 spreading as more people are out and about. We have suggested measures such as partial road closures and traffic restrictions to give more space for pedestrians and encourage social distancing in shopping areas.
Business Innovation and Growth Fund	A new £300,000 funding programme for small businesses across Babergh and Mid Suffolk has been agreed - with funds to be allocated over the next three years. The aim is to help sustain and create jobs, provide opportunities to grow and innovate as well as react to the changing business landscape.
Locality Awards	A reminder that Locality Awards have been launched for 2020/21. If you know of a community group in need of funding please put them in touch with me.
Cycling	At the moment at county and district there is a great deal of discussion regarding a cycling strategy across the county. It is also an issue that arises regularly when discussing the sustainability of developments. I would like to know what our local needs and ideas are regarding cycling within the area?

Councillor: Rowland Warboys [rowland.warboys@midsuffolk.gov.uk](mailto:rowland.warboys@midsuffolk.gov.uk)



## Councillor Report June 2020

### Gislingham Parish Council

Councillor Jessica Fleming, Hartismere Division, Suffolk

[Jessica.fleming@suffolk.gov.uk](mailto:Jessica.fleming@suffolk.gov.uk) Tel: 07714-597980 Twitter: @jesstfleming

**County Council and Covid-19** - Suffolk County Council is holding public council meetings using live streaming. Public questions may be submitted in advance to be read out at the meeting. Please contact Democratic Services on 01473 260855. <https://www.suffolk.gov.uk/council-and-democracy/the-council-and-its-committees/council-meeting-dates/>

**Advice for Businesses** - the Suffolk Growth Programme Board (a partnership of Suffolk local authorities, Suffolk Chamber of Commerce, University of Suffolk and New Anglia LEP) offers business and funding advice -

<https://www.suffolkgrowth.co.uk/>

Farms and food production businesses are looking for staff as they continue to operate during the pandemic. Check the new Anglia LEP website for current jobs in the region: <https://newanglia.co.uk/employment-opportunities/>

**Public Health Services during COVID-19** – Please refer to the link below for updates concerning health services provided or commissioned by Suffolk County Council: <https://sway.office.com/m5RhYSBclOQe7DUF?ref=Link>

**A140 Roundabouts** – Construction has commenced in Brome working alongside the main route, Yaxley will follow; the A140 will need to be closed over 2 weekends to connect each to the A140 with diversion routes using the A143 and A14, dates to be advised.

**Schools Opening** - Primary schools are gradually opening as of June 1<sup>st</sup>, and secondary and other schools as of June 15<sup>th</sup>. Decisions concerning opening are made by individual schools. To find out which are open please visit

<https://schoolclosures.suffolk.gov.uk/>

**EDF Energy Submits Development Consent Order (DCO) Application for Sizewell C** – EDF submitted a DCO to the Planning Inspectorate on 27<sup>th</sup> May, Leaders of East Suffolk and Suffolk County Council have jointly requested a delay to the formal public consultation until Covid-19 related restrictions can enable full participation. The PI has 28 days to determine whether the application is complete.

**Suffolk's Recycling Centres (HWRCs)** – private vehicles can access the sites; soil, rubble or hardcore are accepted, but not trade waste. Contactless card payments are required. Compost is available for purchase. Booking is still necessary:

[www.suffolk.gov.uk/recyclingcentres](http://www.suffolk.gov.uk/recyclingcentres) or call 0345 606 6067.

**Public Transport** – I hope to give a verbal update to the Parish Council.

**Reminder - School Transport Opt-in** – Eligible students/ parents needed to opt in to receive Council Funded School Travel for 2020/2021, the deadline was 31<sup>st</sup> May 2020, if you missed it please contact SCC: [www.suffolkonboard.com/optin](http://www.suffolkonboard.com/optin) or <https://www.suffolkonboard.com/school-travel>

**SID ANALYSIS JUNE 2020**

For Project: Mill Street Gislingham

Project Notes:

Location/Name: Westbound

Report Generated: 14/06/2020 10:50

Speed Intervals 5 MPH

Time Intervals Instant

Traffic Report From 26/04/2020 12:00:00 through 14/06/2020 10:59:59

85th Percentile Speed 31.1 MPH

85th Percentile Vehicles 10715

Max Speed 55 MPH on 10/05/2020 15:55:00

Total Vehicles 12606

AADT: 257

## **Volumes - weekly counts**

**Time 5 Day 7 Day**

Average Daily 341 311

AM Peak 11:00 26 26

PM Peak 04:00 30 27

## **Speed**

Speed Limit: 30

85th Percentile Speed: 31.1

Average Speed: 24.46

**Monday Tuesday Wednesday Thursday Friday Saturday Sunday**

Count over limit 387 394 425 301 310 280 211

% over limit 20.3 18.1 19.3 16.6 17.2 18.8 17.5

Avg Speeder 33.3 33.6 33.3 33.6 33.4 33.4 33.4

## Footpath Report 29/06/20

### SCC Rights of Way Officer

Following Charlotte Ditchburn leaving SCC, there has not yet been any replacement. I have been in contact with the SCC Manager and she will keep me posted.

### Network Rail

Following on from my last report, I had not received any further communication from Network in relation to FP23 which in fact is a bridleway, which passes by Redhouse Farm and across the railway line at the end of the path. The report was that the gates were locked. I again contacted Network Rail with photos of the signs on the gate, which were very contradictory. I was able to walk the path and the gates were now not locked.

The Public Relations Manager called me and I explained in more detail. The following week, the local NR Manager called and when I explained the situation, he said that the gates were locked when they were carrying out some work, but are now open. I explained about the sign on the gate and he thought it had been removed. He then stated that he would arrange it to be taken off.

### Stile FP27 (next to the pub)

I received a report from a resident to say the stile was in poor condition. This was reported to SCC for action.

### Horses on Footpaths

Another resident informed me that he had seen horses being ridden down Westview Gardens and turning right onto the Lovells estate and then walking along the path behind the office and show houses. I requested that we put up a sign, however, it was suggested that the issue be reported to SCC which the Parish Clerk has done. They are now looking into the matter.

### Footpath Cutting

SCC contractors have now completed the first cut which has improved the paths. The collection of quotes for the non SCC paths to be cut are being received. I have walked some of these paths and they are now in need of attention. I was surprised to see that The Bowling Alley had been cut back and I have since realised it is on the SCC cutting list, however, it was not cut last year.

I have reported some paths to be wheel marked through crops and the majority have now been completed.