



**GISLINGHAM
PARISH COUNCIL**



Working for our Community

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**MINUTES OF THE PARISH COUNCIL MEETING HELD BY ZOOM VIDEO LINK ON
MONDAY 17TH AUGUST @ 6PM**

Present: Cllr J Bell, Cllr J Clifford, Cllr I Urwin, Cllr D Kearsley, Cllr C Tranter,
Clerk – J Challis, RFO – S Budd
DC Cllr R Warboys, Footpath Warden Mr Bryant

Apologies: Apologies received from Cllr F Oliver

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

Cllr J Bell welcomed everyone to the meeting, and accepted Cllr F Oliver's apologies.

2 To receive Declarations of Interest on agenda items

None received

3 To consider requests for Dispensations on agenda items

None requested

4 To resolve the draft minutes of the Parish Council Meeting (via Zoom) held on Monday 20th July 2020 are a true and correct record

The minutes for 20th July 2020 (held via zoom) were approved unanimously.

5 Matters Arising / Update on actions from the 20th July 2020 meeting

A discussion took place regarding cutting of the footpaths. Cllr J Bell advised that due to a quotation being rescinded, an additional one had been requested and received. Mr Bryant advised that as it was now late in the season only one cut would be needed this year. It was agreed from the three quotations received to contact the preferred Contractor to provide one cut, subject to valid insurance, and the Parish Council to tender again for two cuts next year.

ACTION Clerk to contact approved Contractor and request insurance details. Clerk to write to the others who were asked to quote.

6 Report from County Councillor

No Report received from SC Cllr J Fleming.

7 Report from District Councillor

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

8 Buses – Councillor Urwin

Cllr Urwin will follow up on information he has received concerning the Stowmarket Bus. It may be extended until the end of March 2021, but Cllr Urwin will seek confirmation of this and report back at the September Parish Council meeting.

ACTION – Cllr Urwin to update Councillors at the next Parish Council meeting.

9 Public Participation Session (15 minutes set aside)

No members of the public present.

10 Planning Applications

DC/20/02549 – Ivy Lodge Farm, Back Street, Gislingham

DC/20/03134 – The Old Brewhouse, Finningham Road, Gislingham

DC/20/03152 – Land South of Crocus Close, Gislingham

There was a discussion regarding the comments to be made on the MSDC website against each application. The closing date for comments on Ivy Lodge Farm is 18/08/20; it was agreed to ask the planning committee to take into account the volume of traffic on an already narrow road, delivery timings, and wheel scrubbing. There was no objection to The Old Brewhouse. It was agreed to note resident's previous concerns regarding Crocus Close.

ACTION Clerk to comment on MSDC website

11 Chair's Report

Surrender of the Skatepark Lease still in progress with Lawyers.
Signage and replacement Litter Bins to be an Agenda Item for September.

12 Clerk's Report (and RFO)

The Clerk advised Councillors that she had attended a Website Accessibility Webinar which would be on next month's Agenda. The Clerk advised she had recently emailed Councillors the Public Indemnity Insurance, which is due for renewal on 1st October, please can you respond with any comments. The RFO commented that we should ensure we have Cyber Security cover. The Public Indemnity Renewal will be an Agenda Item at the September Parish Council Meeting.

ACTION Clerk to contact our Public Indemnity Insurers to request details for Cyber Security being included in the quote.

13 Neighbourhood Watch Report – Councillor Tranter

Nothing to report

14 Footpath Warden Report

Mr Bryant confirmed that four posts on Charity Meadow had been cemented back into place. Cllr J Bell thanked Mr Bryant for this action.

15 SID (Speed Indicator Device) Report

It was noted that the figures had increased slightly.

16 Village Hall – Councillor Bell

Cllr J Bell advised that the Village Hall have requested assistance with funding for maintenance and improvements totalling, £13,579.35 which would qualify for CIL funding. Cllr C Tranter commented that this was an excellent and worthwhile cause, and Cllr J Clifford agreed that it would benefit a large number of residents. Cllr Bell proposed to grant the funding, and Cllr C Tranter seconded. Unanimously agreed by Councillors.

17 Finance – the following invoices for payment were approved unanimously.

Admin Payment (Clerk & RFO) - **£532.25**

Mileage Clerk - **£9.00**, RFO - **£5.40**
Stationery (ink) Clerk - **£25.99**, (postage) RFO - **£1.15**
Payroll Service SALC - **£36.00**
Website Accessibility Training for Clerk at SALC Approved via email - **£30.00**
Top Garden Service grass cutting - **£540.00**
M Bryant – Concrete for Footpath Posts removed on Charity Meadow - **£9.90**
Zoom Subscription for August meeting (Direct from Co-op Bank account) - **£14.39**

Action Cllr J Bell to pay approved invoices by BACS.

18 Training

Cllr J Bell asked Councillors to look at attending new webinars being run by SALC. Cllr Bell wished to book herself on the 4 Planning Training Sessions with SALC. All Councillors agreed to this. Cllr Bell encouraged Councillors to take advantage of these training sessions. Cllr Bell advised the RFO that she may wish to book any relevant SALC training.

It was agreed for the Clerk to book website training with Community Action Suffolk totalling £48.

ACTION Clerk to book her training with CAS. Cllr Bell confirmed that she would email the SALC link to Councillors to book Planning Training. Councillors were requested that when booking themselves on courses that they put the Clerk's email address so that she can keep a track of courses booked by Councillors.

19 Playground at Charity Meadow (Update from Councillors following last month's meeting)

There was a discussion regarding suspected intentional damage to the cone climber (witches hat), which was considered a matter of urgency due to subsequent safety implications. It was agreed unanimously to move forward with the installation of CCTV. Cllr I Urwin also brought to attention the small fenced off play area which requires improvement. It was therefore agreed to bring the Playground Inspection date forward. The increasing amount of litter on Charity Meadow was discussed. Cllr Bell had been contacted by The Messenger asking if the Parish Council were intending on having a Litter Pick this year (as the 19th April Litter Pick was cancelled due to Covid-19 restrictions). Councillors discussed this and agreed to hold the Litter Pick on Sunday 20th September 10am-11am meeting at the Village Hall. All details will be included in The Messenger Publication.

ACTION Clerk to look at repair work required for cone climber. Cllr I Urwin to put 'do not use' notices on cone climber. Clerk to look at Playground inspection date. Clerk to look at bark for zip wire area. Cllr D Kearsley to meet with CCTV company (Cllr I Urwin, Cllr J Clifford and Cllr C Tranter would like to attend meeting too). Clerk to check with our Public Indemnity Insurance Company to see if Insurance is needed for Volunteers taking part in the Litter Pick. Cllr J Clifford agreed to design a Poster for The Messenger.

20 Policies to Approve (Chair circulated Policies for consideration)

Grants & Donations Policy
Equality, Diversity and Inclusion Policy

It was agreed unanimously to increase grants/donations from £50 to £100 with discretion. Updates to the Equality, Diversity, and Inclusion policy were agreed unanimously.

21 Date of next meeting 21st September 2020 at 6.00pm via Zoom.

Meeting Closed at 8.15pm

District Councillor Report: Gislingham Ward August 2020

Mellis, Gislingham, Wickham Skeith, Thornham Magna, Thornham Parva, Wortham and Burgate

Covid-19	Staff are continuing to work from home, making use of Microsoft Teams to hold virtual meetings with colleagues, councillors and residents. Non-urgent site inspections are not taking place. Some officers are beginning to return to their normal jobs having been seconded to different duties arising from the pandemic. The Home but not Alone emergency line continues: 0800 876 6926.
Meetings	All District Council and Committee meetings are now being held as virtual meetings using the Microsoft Teams platform. They can be viewed on YouTube. The full Council meeting on 23 July will be the Annual Council Meeting where the Chair of the Council will be elected for the year and appointments to committees and outside bodies will be confirmed.
Joint Local Plan	We still don't know when the Joint Local Plan will be available and ready to be considered at a meeting of the full Council. We will soon be provided with a timetable for the remaining steps that need to be followed. The next version of the Plan, when we see it, may well be very different from the consultation draft of July 2019. If, and when, Council approves the Plan, it will be subject to further consultation and an Inspector's Examination before it can be formally adopted as planning policy.
<i>Response to Govt. White Paper Planning Reforms</i>	<p><i>This is out to consultation, significantly it is proposed to simplify the role of local plans by focusing on identifying land under three categories– Growth areas suitable for substantial development, and where outline approval for development would be automatically secured for forms and types of development specified in the Plan; Renewal areas suitable for some development, such as gentle densification; and Protected areas where – as the name suggests – development is restricted.”</i></p> <p><i>The full document can be found here: https://www.gov.uk/government/consultations/planning-for-the-future/planning-for-the-future</i></p> <p><i>In the forward, the Prime Minister promises a new planning system: “That gives you a greater say over what gets built in your community.”</i></p>
Environment and Climate Change Task Force	<p>Proposals from the Cross-Party Task Force of Mid Suffolk and Babergh Councillors were considered by Cabinet on 6 July. They contain a number of environmental measures which could form the councils' first Carbon Reduction Management Plan, setting out how they aim to fulfil their ambitions of becoming carbon neutral within the next ten years. The following decisions was taken by the Cabinet and will come into effect on 15 July It was RESOLVED:-</p> <p>1.1 That the Cabinet's Carbon Reduction Management Plan, as informed by the Environment & Climate Change Task Force, be approved in principle.</p> <p>1.2 That the Cabinet Member for Environment and the Cabinet Member for Finance, in consultation with the Section 151 Officer, be given delegated authority to consider the business case for each proposal and approve the funding up to a total of £500,000 from the General Fund, which has been allocated from the Growth and Efficiency Fund</p> <p>The proposed actions are the first steps in achieving the long term objective to reduce the councils' current emissions of approximately 5,452 tonnes (Mt) of carbon dioxide equivalent (CO2e) per year, looking into how best to invest in order to reduce this to nett zero by 2030</p> <p>Two proposals that may be of interest:</p> <ol style="list-style-type: none"> 1. B&MSDC will develop a plan to significantly increase tree and hedgerow planting in the districts including: <ul style="list-style-type: none"> • A target for planting on Council land. • Investigating alternative funding options e.g. Woodland Trust funding; facilitating community groups to plant on Council land. • Promote and facilitate community groups and individuals to

	<p>increase tree and hedgerow planting on communal land and in private gardens.</p> <p>A management approach to secure long-term survival of trees and reduces need to cut down mature trees.</p> <p>2. B&MSDC will work with local communities and support them to develop local 'place-specific' solutions and build resilience to climate impacts. We will assess the risks that climatic events pose and the opportunities available to prepare and respond, including:</p> <ul style="list-style-type: none"> • Identifying communities at greatest risk from climate change (particularly flooding) and co-creating appropriate actions. • Identifying stakeholders with greatest contact with communities and working with partners to build their capacity to provide the right information on community resilience to severe weather. • Producing overarching plans and processes to support and empower communities to build resilience to future climate impacts and severe weather through community-led resilience plans. • Producing plans and processes to support community resilience projects and signposting to sources of support and funding. • Monitor involvement of community level groups in resilience.
Gateway 14	MSDC and the Greater South East Energy Hub (GSEEH) will be jointly funding a study into low carbon opportunities for Gateway 14, the commercial development site bought by MSDC in 2018. Green Party councillors have been pressing for the site to developed sustainably making use of green energy technology and we welcome this study to look at how low and zero carbon initiatives can be integrated into new developments. It is hoped that the findings of the study can be to be used to share learning and best practice across the region.
Cycling Strategy	MSDC is commencing work on rewriting the Cycling Strategy which is out of date. We have asked for better provision for cyclists between Old Newton and Stowmarket, within the town of Stowmarket and between neighbouring villages to improve links to schools, local retail outlets etc as well as for leisure.
MSDC out of county investments	Three years ago, MSDC and Babergh set up an investment company (CIFCO) and have so far borrowed around £60 million which they have loaned to CIFCO to buy commercial properties, almost all of which are outside Suffolk. The scheme was set up to make profits to improve services for residents of the districts. A recent revaluation of the portfolio shows a loss in the last 12 months of around £3 million; with fees of some £500,000. In recent months only 50% or so of the rental due to CIFCO has been paid. A recent scrutiny of the CIFCO Business Plan for 2020/2021 raised many concerns which need to be considered before full Council is asked to approve the Business Plan at the meeting on 23 July.
Business grants	Another round of business grants is due to be launched on 3 July; Early Years Settings will be eligible, amongst others not covered by previous grant schemes.
Locality Awards	A reminder that Locality Awards have been launched for 2020/21. If you know of a community group in need of some funding, please put them in touch with me.
Disabled Facilities Grant	In the recent Performance Reporting we raised concerns, again, that the grant available is not being spent. If you know anyone who needs any kind of adaptation to their home, from a handrail to a wet room, please ask them to get in touch. The application process is very straightforward. Please use the following link: https://www.babergh.gov.uk/housing/private-sector-housing-grants/disabled-facilities-grant/
Home but not Alone	<i>This service is gradually being phased out, only 2 or 3 phone calls are now being received, the nature of the calls means that it is best responded to by the individual service providers themselves. The number will still be monitored but staff have now returned to their normal roles. The structure is being "mothballed" and would be revived if there is a future need. It is recognised that there was a terrific response by local community groups and organisations to ensure that individual needs were met during the current emeNHSrgency.</i>

Wellbeing NHS	https://www.wellbeingnands.co.uk/suffolk/ <i>Suffolk NHS has a new Wellbeing Community Advisor, Nikki Betts, who is keen to make contact with groups and individuals who are interested in or have concerns about Mental Health, Wellbeing and Emotional Support. The link is to the new NHS site where families, young people, and professionals may access make a referral or get advice about wellbeing and mental health services or you can get in contact on 0345 600 2090. To contact Nikki: Nicola.betts@nsft.nhs.uk.</i>
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SID ANALYSIS AUGUST 2020

For Project: Mill Street Gislingham

Project Notes:

Location/Name: Westbound

Report Generated: 16/08/2020 11:58

Speed Intervals 5 MPH

Time Intervals Instant

Traffic Report From 19/07/2020 00:00:00 through 16/08/2020 11:59:59

85th Percentile Speed 31.7 MPH

85th Percentile Vehicles 11144

Max Speed 60 MPH on 01/08/2020 15:35:00

Total Vehicles 13111

AADT: 460

Volumes - weekly counts

Time 5 Day 7 Day

Average Daily 497 458

AM Peak 07:00 42 33

PM Peak 05:00 42 37

Speed

Speed Limit: 30

85th Percentile Speed: 31.7

Average Speed: 25.79

Monday Tuesday Wednesday Thursday Friday Saturday Sunday

Count over limit 425 371 413 437 449 385 288

% over limit 22.8 18.4 19.9 21.2 23.2 21.6 21.0

Avg Speeder 33.3 33.4 33.3 33.5 33.3 33.4 33.5