



**GISLINGHAM
PARISH COUNCIL**

Working for our Community

**MINUTES OF THE PARISH COUNCIL MEETING HELD BY ZOOM VIDEO
LINK ON MONDAY 20TH JULY AT 6PM**

- Present:** Cllr J Bell, Cllr J Clifford, Cllr I Urwin, Cllr E Sheehan, Cllr D Kearsley,
Cllr C Tranter, Cllr F. Oliver, Clerk - S Jarvis
DC Cllr R Warboys, Footpath Warden Mr Bryant, 2 members of the public
- Apologies:** Apologies from SC Cllr J Fleming

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

Cllr Bell welcomed everyone to the meeting.

2. To receive Declarations of Interest

None received

3. To consider requests for Dispensations

None requested

4. To resolve that the Minutes of the Video (Zoom) meeting of the Parish Council held on Monday 15th June 2020 are a true and correct record.

The minutes for 15th June 2020 (**held via Zoom**) were approved unanimously.

5. Public Participation Session (15 minutes set aside)

The members of the public who were present had no comments.

6. Planning – Planning Consultation DC/20/02550 Ivy Lodge farm Back Street

Emails were received this afternoon from 3 residents who wished their comments to be made known. Cllr Bell informed that these comments are all available to be viewed on the Mid Suffolk District Council (MSDC) website. Cllr Bell pointed out that a Highways report has not been completed for this Consultation. In view of this, a comment will be placed on the website stating that Gislingham Parish Council are not able to comment on the application in the absence of a Highways Report when this is available the application should be returned to Gislingham Parish Council for consideration.

The following comment was noted on the Planning Portal by the Chair, Cllr Bell on Wednesday 22nd July.

This Planning Application was discussed at our Parish Council Meeting on Monday 20th July 2020. It was noted that the Highways Report was omitted. Given so many objections from residents refer to the single-track road in Back Street it was agreed by Parish Councillors that it is necessary we have sight of this Report.

Gislingham Parish Council are therefore not able to comment on this application in the absence of a Highways Report. When this Report is available, we request

that the Planning Application is re-submitted to the Parish Council for further consideration.

ACTION Clerk to comment on MSDC Website

7. Report from County Councillor

A copy of County Councillor Fleming's report can be found as an addendum at the end of the minutes.

8. Report from District Councillor Warboys

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

9. Report from Chair

- Cheque and documentation for Surrender of Lease for the Skatepark has been sent to the Lawyers to action and the Parish Council have requested a Certified copy of the Completed Document for their records.
- A resident has shown interest in one of the vacancies for Co-option. They were advised we will consider their application once the Parish Council are in a position to meet in the Village Hall.

10. Quotes for Footpath maintenance –

Footpath Warden M Bryant gave more information regarding the current state of the village's footpaths, noting that Footpath 7 is currently in the most need of maintenance. Mr Bryant also informed Councillors that there can be future potential for the paths currently maintained by Suffolk County Council to be swapped with those to be maintained by the Parish Council. The Clerk has received three quotes to cut paths that are not actioned by Suffolk County Council which have been circulated to Councillors and the Footpath Warden, however there is a lack of clarity on one of the quotes. It was unanimously agreed by the Council members that the Clerk will ascertain all quotes, and that the decision to appoint a Contractor will be made by email. Mr Bryant informed that he is willing to walk the paths with the appointed Contractor. The Footpath Warden's Report can be found as an addendum at the end of the minutes.

Cllr F Oliver informed that he has run out of paint to spray dog litter (previously agreed). Council unanimously approved the purchase of more paint.

ACTION

Cllr Oliver was asked that the Invoice to be expensed for the spray paint was addressed to Gislingham Parish Council.

Clerk to check with Contractor for clarity on the number of cuts quoted for.

11. Replacement of old or damaged Litter and Salt bins –

Following a brief discussion, it was unanimously agreed by Council members that this project should be taken forward.

ACTION

Cllrs requested feedback on locations and descriptions of damaged bins for Clerk to collate

12. Replacement of village signposts –

Following a brief discussion, it was unanimously agreed by Council members that this project should be taken forward. It was noted that Road signs can only be purchased from Suffolk County Council Highways, and that they are costly.

ACTION

Clerk to obtain more detail from Finningham Parish Council Clerk for Fingerpost sign. All signage in the Village to be looked at to see if they should also be replaced.

13. Finance – the following Invoices for payment were unanimously approved.

Item	Description	Amount
Admin	Clerk salary	£385.50
Clerk Expenses	Zoom Pro subscription July	£ 14.39
Top Garden	Grass cutting May and June	£720.00
Charles Fraser solicitors	Surrender of lease + Registry fee, Paid by cheque	£788.80
Microsoft Renewal	Paid by Parish Council Debit Card	£ 59.99

ACTION

Clerk to pass over Zoom subscription to Cllr Bell
Cllr Bell to pay approved Invoices by BACS

14. Tree Warden volunteer

Cllr J Clifford has volunteered to become the Tree Warden for Gislingham Parish Council, for which she was thanked by Council Members. Cllr Clifford proposed that she write an article for next month's Messenger magazine about her new position, with which Council Members agreed.

ACTION

Clerk to put Top Garden contractor in touch with Cllr Clifford for liaison purposes.
Clerk to note Cllr Clifford's name on Gislingham Parish Council website as the Tree Warden.

15. Playground on Charity Meadow – to discuss recent problems with littering and other anti-social behaviour.

Mr Bryant (Footpath Warden) was thanked for re-installing one of two footpath posts (Nos 35 and 37) which had been removed by persons unknown, Mr Bryant confirmed he would also re-install the second post. Council members approved Mr Bryant purchasing materials for re-installing both posts in concrete bases.

A discussion was held with various Council members contributing information and potential strategies to deal effectively with these current problems. The Clerk has already made a report to Suffolk Constabulary and has been in email and telephone contact with the Police, who are logging the report as Criminal Damage. The Clerk also invited two Police Community Support Officers to this meeting, but they were unfortunately unable to attend.

The installation of CCTV to monitor activities at the playground is one suggestion that has support, but also supported is the suggestion at this meeting by some Councillors to monitor activities more informally for now to see if the behaviour settles down. Provision of bins for both litter and dog waste was also considered, and the potential future employment of a contractor to empty the bins as presently it is emptied by Councillors.

Council Members came to an agreement to continue monitoring playground activities informally for now, but also to investigate pricing and process of CCTV installation, and to decide the course of action at the **August** Parish Council meeting.

ACTION – Cllr D Kearsley to look further into CCTV pricing

16. Staffing – to inform of Resignation of Clerk and Responsible Finance Officer.

The Chair thanked the outgoing Clerk/RFO for all her hard work and contribution to Gislingham Parish Council and wished her well for the future. An advert has been posted for the position.

Due to the resignation of Chris Saunders, who sat on the Staffing Panel, the Chair advised there was a vacancy (current Councillors sitting on the Panel are Cllr C

Tranter (Chair) and Cllr J Bell). Cllr D Kearsley put her name forward to be considered. Her appointment was voted unanimously.

17. Next Parish Council Meeting: Monday 17th August via Zoom. Time: 6pm

The meeting ended at 19.50hrs

Councillor Report July 2020

Gislingham Parish Council

Councillor Jessica Fleming, Hartismere Division, Suffolk

Jessica.fleming@suffolk.gov.uk Tel: 07714-597980 Twitter: @jesstfleming

County Council and Covid-19 Local Outbreak Control Plan - The Plan contains measures to manage and contain any localised outbreak of Coronavirus in the County. Delivery of the Plan is the responsibility of the Suffolk COVID-19 Coordination Centre. A copy of the plan is available [here](#).

Climate Change Action Cabinet Support – Cabinet has endorsed a Climate Action Plan with policy recommendations in the following areas: Buildings and utilities, energy, transport, farm estate, waste, procurement, corporate strategy, and working with partners on Suffolk wide emissions. The first Biodiversity task group met last week to address the urgent need to address this topic.

Public Transport - as of Monday 6th July concessionary bus passes in Suffolk are NOT valid before 9.30am Mon – Fri. Also, all passengers are required to wear face covering on public transport. Plans for local bus services are under review and I will offer an update as soon as possible.

A140 Roundabouts – Construction has commenced on the roundabouts, the A140 will need to be closed over 2 weekends for connection with diversion via the A143 and A14, dates to be advised. The COVID-19 lockdown has slightly delayed the scheme, roundabouts and link road will be completed in November 2020 and all by February 2021. [Eye airfield junction improvements](#).

Suffolk's Recycling Centres (HWRCs) – Booking is still required, as are contactless card payments for items for which there is a charge, but otherwise the recycling centres are functioning close to normal. Trade waste is now accepted along with car trailers. Compost is available for purchase. [Suffolk Recycling Centres](#) or call 0345 606 6067.

District Councillor Report: Gislingham Ward July 2020

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

Item	Comment
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.
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.</p> <p>The following decisions was taken by the Cabinet and will come into effect on 15 July</p> <p>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 increase tree and hedgerow planting on communal land and in

Item	Comment
	<p>private gardens. 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	<p>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.</p>
Cycling Strategy	<p>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.</p>
MSDC out of county investments	<p>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.</p>
Business grants	<p>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.</p>
Locality Awards	<p>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.</p>
Disabled Facilities Grant	<p>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.</p>

Councillor: Rowland Warboys, rowland.warboys@midsuffolk.gov.uk, 01379
783412

FOOTPATH REPORT FOR MONDAY 20TH JULY M. Bryant

I have walked several paths recently and most appear to be in good condition and passable. There are a couple of exceptions. FP007 (Northfields Lane) is getting quite overgrown. This is on the PC cutting list. Also FP36 (Bowling Alley), although cut by SCC it has quite a lot of brambles and nettles, which makes it difficult to walk. I will get this sorted.

I went to FP36 on the 14th to find 4 workers from SCC who had just finished clearing the Bowling Alley. I asked if they were cutting anything else and they said no, so someone must have reported it to SCC. It was reported that the FP35 post had been removed and left on the gazebo in the playing area. I have now found it and resited it. Cllr Urwin has informed me that the post has been removed again and left on the gazebo. I have now collected it and will arrange to put it back, but will use a concrete mix. Several other of the post on Charity Meadow are loose, but maybe the culprits couldn't get them out. Will keep an eye on them.

SID ANALYSIS JULY 2020

For Project: Mill Street Gislingham

Project Notes:

Location/Name: Eastbound

Report Generated: 19/07/2020 14:08

Speed Intervals 5 MPH

Time Intervals Instant

Traffic Report From 14/06/2020 11:00:00 through 19/07/2020 13:59:59

85th Percentile Speed 32.4 MPH

85th Percentile Vehicles 11456

Max Speed 65 MPH on 29/06/2020 08:15:00

Total Vehicles 13478

AADT: 383

Volumes -

weekly counts

Time 5 Day 7 Day

Average Daily 412 378

AM Peak 08:00 27 26

PM Peak 05:00 46 40

Speed

Speed Limit: 30

85th Percentile Speed: 32.4

Average Speed: 27.08

Monday Tuesday Wednesday Thursday Friday Saturday Sunday

Count over limit 532 522 535 498 543 483 373

% over limit 27.3 24.7 26.4 24.3 24.9 27.0 27.3

Avg Speeder 33.3 33.1 33.2 33.2 33.5 33.2 33.5