



**GISLINGHAM
PARISH COUNCIL**



Working for our Community

**Clerk: Ms Jane Challis
75 Shelfanger Road
Diss, IP22 4EH
Tel: 07796 410694**

Email: clerk@gislinghamparishcouncil.com

I hereby give notice that the **ANNUAL PARISH COUNCIL MEETING** will be held in Gislingham Village Hall on **Monday 15th May 2023 commencing at 7.00pm.**

Councillors are summoned to attend. The Press and the Public are invited to attend.

The Parish Council, members of the public and the press may record, film, photograph or broadcast this meeting, when the public and the press are not lawfully excluded. Any member of the public who attends a meeting and wishes to record, film, and photograph or broadcast the meeting should advise the Chair prior to the commencement of the meeting.

J Challis
Parish Clerk
10th May 2023

AGENDA

- 1** To elect the Chair of Gislingham Parish Council 2023/24
- 2** To elect the Vice Chair of Gislingham Parish Council 2023/24
- 3** To sign Acceptance of Declaration of Office – all Councillors
- 4** New Register of Interests – all Councillors
- 5** Councillor consent to receive summons electronically
- 6** Local Government Association Model Councillor Code of Conduct
- 7** New Chair's welcome and to consider and approve apologies for absence
- 8** To receive Declarations of Interest on Agenda Items
- 9** To consider Requests for Dispensations on Agenda Items
- 10** To resolve the draft minutes of the Parish Council Meeting held on Monday 17th April 2023 are a true and correct record
- 11** Matters Arising/Update on actions from the 17th April 2023 meeting
- 12** To elect the Chair of the Staffing Panel and confirm Councillors who are members
- 13** To discuss if Councillors wish to form a Planning Committee
- 14** To discuss if Councillors wish to form a Finance Committee
- 15** To set dates for meetings to May 2024 starting at 7pm in Gislingham Village Hall
 - Monday 19th June 2023
 - Monday 17th July 2023
 - Monday 21st August 2023
 - Monday 18th September 2023
 - Monday 16th October 2023
 - Monday 20th November 2023
 - Monday 18th December 2023
 - Monday 15th January 2024
 - Monday 19th February 2024

Monday 18th March 2024
Monday 15th April 2024
May 2024 TBC

16 Clerk's Report

17 RFO's Report to include:

- Current Account Balance 31/03/23
- Deposit Account Balance 31/03/23
- Income 2022/23
 - HMRC Vat reclaim
 - Mid Suffolk District Council (CIL)
 - Mid Suffolk District Council (Precept)
- Grants and Donations awarded 2022/23
- Accounts 22/23 approved by Full Council
- To agree councillor to conduct quarterly internal audit

18 Neighbourhood Watch Report – Clerk

19 Footpath Warden's Report – Mr Bryant

20 SID (Speed Indicator Report) Report

21 New Speed Indicator Devices, including approval of updated quotations

22 Expiry of Allotment Agreement with GAGA in May 2023

23 To consider quotations for cutting of the footpaths 2023

24 To consider CIL Fund Application from Village Hall for purchase of a marquee

25 Gislingham United Charity nominated Parish Council representative

26 Planning

- DC/23/00761 - APPLICATION FOR PLANNING PERMISSION Householder Application - Erection of single storey extension. Location: 30 Martins Meadow, Gislingham, Eye, Suffolk IP23 8H

27 Finance

Payment	Amount
Admin Payment for MAY 2023 (Clerk & RFO)	TBA
Clerk mileage expenses (May 2023 PC meeting)	£8.55
RFO mileage expenses (meeting with Auditor)	£5.85
J. Bell mileage expenses (engraving of Watson Bowl and Silver Salver, and purchase of refreshments for Annual Village Meeting)	£25.65
Watson Bowl Engraving – PARISH COUNCIL DEBIT CARD	£55.00
Silver Salver Engraving – PARISH COUNCIL DEBIT CARD	£12.00

28 Training

29 Policies & Reports

- Health & Safety Policy

30 Date of the next meeting Monday 19th June 2023 at 7pm in Gislingham Village Hall