



**GISLINGHAM  
PARISH COUNCIL**



*Working for our Community*

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**FINAL MINUTES OF THE PARISH COUNCIL MEETING HELD ON  
MONDAY 17<sup>th</sup> February 2025 at 7:00PM**

**Present:** Cllr Tranter, Cllr Pitt, Cllr K Chapman, Cllr Oliver, Cllr Calver, Clerk/RFO – S Budd, 1 member of public  
DC Cllr Warboys arrived at 7.10pm, another member of the public arrived at 7.15pm

**Apologies:** None received

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

Cllr Tranter welcomed everyone and confirmed no apologies received.

**2 To receive Declarations of Interest on agenda items**

Cllr Chapman Item 19

**3 To consider requests for Dispensations on agenda items**

None Received

**4 To resolve the draft minutes of the Parish Council Meeting held on 20<sup>th</sup> January 2025 are a true and correct record.**

The draft minutes of the Parish Council Meeting held on 20<sup>th</sup> January were approved with 1 abstention.

**5 Report from County Councillor**

CC Cllr Fleming's report can be found as an addendum to the minutes

**6 Report from District Councillor**

DC Cllr Warboy's report can be found as an addendum to the minutes

The amendments to the pylon route were discussed and felt that it was suitable due to the proximity to trees with preservation order on Thornham Road.

Cllr Flemming left at 7.55pm.

**7 Public Participation Session**

Residents raised concerns with the new pylon route, one pylon has moved but is still too close to the village and there would be more suitable locations in open spaces where there are no homes. Councillors discussed and will provide a response to National Grid. Cllr Warboys left at 8.15pm

Ecopower Suffolk was discussed. The proposed site is to the North of Gislingham, residents raised the following concerns, wildlife, footpaths, use of farming land and felt there should be some incentive to the residents due to the size and proximity, there is a Non-Statutory Consultation at Gislingham Village Hall 15<sup>th</sup> March 11-3pm. More information can be found on the website <https://ecopowersuffolk.com/our-proposals/>

**8 Chair's Report**

Nothing to report.

**9 Clerk/RFO Report**

- Overgrown hedge letters sent out, hedges have been cut back and another is underway.
- Internal auditor Trevor Brown is happy to carry out the audit, costs are same as last year, Councillors discussed and agreed, proposed by Cllr Tranter, seconded by Cllr Chapman, approved unanimously.
- Bus Stop bench, letter of approval obtained from Mr B Wigzell from Lydgate House for the bench to be installed on his land in front of the wall.
- Grant application has been submitted for the bus stop bench, waiting for notification from BMSDC.
- War Memorial Grant documents agreed, waiting for a start date from Surveyors.
- Safety of Lithium Batteries Campaign was discussed and councillors agreed to support the campaign.
- The batteries for the old VAS device only last 2 weeks, less if the weather is very cold, 2 new batteries would be beneficial, the battery can be replaced when the data is downloaded  
Westcotec Ltd £84.00 + VAT each + £7.50+VAT delivery  
Amazon £174.00 inc. VAT & delivery  
Councillors discussed and approved purchases of batteries from Amazon proposed by Cllr Pitt, seconded by Cllr Tranter approved unanimously.
- Community Engagement Office – Rural Coffee Caravan would like to attend a local event to share information on keeping safe and well at home & help using NHS App, councillors discussed and agreed that the Book Sale would be a good event  
**ACTION Cllr Pitt to ask Book Sale, Clerk to Inform Rural Coffee Caravan of details**
- 80<sup>th</sup> VE Day Celebrations Village Hall, Silver Band, GVC, Hog Roast, Barrel & Bridle are all booked. The WI are unable to help at the event.  
Discussed flags and bunting etc. and decided to carry forward to the next meeting.  
We received an email from M&J Ice Cream, councillors discussed, maybe they will offer a donation.  
After a discussion it was decided to have a meeting with organisations involved to plan the times so all runs smoothly, Cllr Pitt agreed to hold the meeting
- **ACTION Clerk to contact M&J Ice Creams to enquire, Cllr Pitt to provide dates for meeting**
- BSIP Funding teams meeting on 5<sup>th</sup> March to discuss the possibility of funding for buses on Thursdays & Fridays.
- Clerk asked to carry forward 7 hours holiday to FY25/26 and take remaining holiday in March, councillors discussed and agreed proposed by Cllr Tranter, seconded by Cllr Pitt, approved unanimously.

## **10 Neighbourhood Watch Report**

Telephone Scams scammers impersonating children “Hi mum I’ve lost my phone this is my temporary number” then go on to ask for money.

Cllr Tranter asked to extend the meeting to complete the agenda, all councillors agreed

## **11 Footpath Warden’s Report (Martyn Byrant)**

Footpath report can be found as an addendum to the minutes

## **12 SID (Speed Indicator Device) (Stuart Wells)**

SID report can be found as an addendum to the minutes, we have had a volunteer who is happy to take on the position, we are sourcing a laptop which will be suitable to download data, Cllr Tranter due to meet the Volunteer this week.

**ACTION: Clerk to sort meeting date/time, obtain quote for new laptop for Clerk.**

## **13 Health & Safety Lead Volunteer**

Cllr Oliver has also agreed to carry out H&S Training. SALC training was classroom-based day course on play equipment training, British Safety Council have an online General Health, Safety & Environmental Awareness course at £15.00 + VAT, councillors discussed and agreed for Cllr Oliver to complete the General Health, Safety & Awareness Course, proposed by Cllr Tranter, seconded by Cllr Pitt, approved with 1 abstention.

**ACTION: Clerk to book H&S Course for Cllr Oliver**

#### 14 **New VAS (Vehicle Speed Device)**

We need two locations to go ahead with pole installations, maybe able to have a post for sign near School.

#### 15 **20mph Speed Restrictions**

Highways have asked us to get support from Cllr Flemings for the 20's plenty sign,

**ACTION: Clerk to contact Cllr Fleming**

#### 16 **Bus Stop Bench Update**

Grant has been submitted and awaiting a response, street furniture licence is ready to purchase once we receive a reply from BMSDC.

#### 17 **Planning – DC/25/00127 17 Broadfields Close**

The Parish Council have no objections to the application for rendering, would like colours used to blend in with the surrounding environment.

**ACTION: Clerk to add response to BMSDC portal**

#### 18 **Community Emergency Plan/ Flood Planning**

Cllr Pitt met with Ed King and Steve Critchley to evaluate the water course, quite a lot of historic debris and bramble growth was noted which collects more debris. The rights of way department are unable to clear the historic debris from the ditches for you, but the contractor is to return to clear debris from recent cut.

A resident said some of the properties have riparian duties to look after and maintain their section of the watercourse, which is currently not happening partly due to lack of land management.

There is no funding available to carry out the work and it was suggested that a working party is formed for watercourse management. It was mentioned to get a price from a contractor for watercourse management using a bushwhacker and digger, however it was felt that a digger may not be able to access the area due to the number of trees and debris across the path. After a discussion it was agreed to put an advert in the messenger for volunteers for a working party and prepare a letter for residents asking if they can try to clear their section of the watercourse.

Councillors discussed and approved.

**ACTION: Cllr Pitt to send advert to messenger, Clerk draft letter for residents**

#### 19 **Charity Meadow – Bench Location**

The GUC next meeting is on 14<sup>th</sup> March

**ACTION: Cllr Chapman to discuss at the next GUC meeting**

#### 20 **Finance**

<b>Payments</b>	<b>Amount</b>	<b>Proposed</b>	<b>Seconded</b>	<b>Approved</b>
Admin payment for February	<b>£439.28</b>	<b>Cllr Calver</b>	<b>Cllr Pitt</b>	<b>Unanimous</b>
Salc 29163 Training Cllr Chapman	<b>£76.80</b>	<b>Cllr Pitt</b>	<b>Cllr Oliver</b>	<b>Unanimous</b>
Hire of Village Hall January x 2 PC meetings, Winter Get Together	<b>£60.00</b>	<b>Cllr Oliver</b>	<b>Cllr Pitt</b>	<b>Unanimous</b>
Expenses, M Bryant Bin Bag hoops	<b>£32.13</b>	<b>Cllr Pitt</b>	<b>Cllr Chapman</b>	<b>Unanimous</b>
Inn-House Technology February	<b>£25.00</b>	<b>Cllr Pitt</b>	<b>Cllr Chapman</b>	<b>Unanimous</b>

#### 21 **Training**

Cllr Calver has completed Sessions 1 and 2 of Councillor training

Cllr Chapmans training starts in March

## **Policies**

Standing Orders

CIL Community Infrastructure Levy Grants Application Policy

Policies were emailed to councillors prior to the meeting, after a discussion and due to the large projects taking place in Gislingham it was agreed to extend the length of Parish Council meetings to 2.5 hours.

Councillors agreed with the updates, proposed by Cllr Tranter and seconded by Cllr Pitt, approved unanimously.

**ACTION:** Clerk to update the policies and upload them to the website

Date of the next meeting is **17<sup>th</sup> March 2025** at 7pm in Gislingham Village Hall.

Meeting closed at 9.25pm