



**GISLINGHAM  
PARISH COUNCIL**



*Working for our Community*

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**FINAL MINUTES OF THE PARISH COUNCIL MEETING HELD ON  
MONDAY 18<sup>th</sup> NOVEMBER 2024 at 7:00PM**

**Present:** Cllr J Pitt, Cllr K Chapman, Cllr Oliver, Clerk/RFO – S Budd, DC Cllr Warboys, 3 members of public

**Apologies:** Cllr C Tranter, Cllr Alexander, CC Cllr Fleming

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

Cllr Pitt (Vice Chair) welcomed and apologies from Cllr C Tranter, Cllr Alexander, were approved.

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

Cllr Chapman Item 22

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

None Received

**4 To resolve the draft minutes of the Parish Council Meeting held on 21<sup>st</sup> October 2024 are a true and correct record.**

The draft minutes of the Parish Council Meeting held on 21<sup>st</sup> October 2024, were approved unanimously.

**5 Report from County Councilor**

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

**6 Report from District Councilor**

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

Cllr Warboys met Adam Ferguson from the Community Policing Team and discussed the issues in the village, he said these have been reported and the investigation is ongoing, he apologised he had not been able to attend, and this is due to shortages of community police and no locum. CPT are looking into street-by-street surveys and other ways communication can be improved. If you have any issues of anti-social behaviour, you can report these to Cllr R Warboys or by using the link below

<https://www.suffolk.police.uk/ro/report/asb/asb-v3/report-antisocial-behaviour/>

**7 Public Participation Session**

A member of the public is concerned about anti-social behaviour and domestic abuse in the village and concerned about the welfare of residents.

DC Cllr Rowland said these issues are currently being investigated and encouraged people to report using the link above.

DC Cllr Rowland left at 8.05pm

A member of the public raised the issue of cars speeding in Broadfields Road when dropping off and collecting children from school, the residents are concerned about the safety of children,

pets as well as herself, on one occasion she had to mount the pavement to avoid the van which failed to stop.

Speeding was also raised as a concern in Coldham Lane.

Residents were advised to report anti-social behaviour by using the link below

<https://www.suffolk.police.uk/ro/report/asb/asb-v3/report-antisocial-behaviour/>

**ACTION: Clerk to contact the Headmaster and Suffolk Highways**

**8 Chair's Report**

Nothing to report

**9 Clerk/RFO Report**

Accounts information for October was emailed to councilors prior to the meeting.

Quarterly accounts checked and signed off by Cllr Tranter.

Snow/Ice Guidance added to the website

Allotment invoices received and forwarded to GAGA Treasurer.

SALC subscription is due to rise by 0.2% and NALC 0.40p per elector for 2025/26, budgeted increase of 2% for 2025/26.

Jim Friend is retiring from SALC in December after 11 years of service, GPC sends our thanks for his services over the last 11 years.

Standing Orders policy states meeting will finish by 9pm, due to an increase in public participation and agenda items, this will be monitored over the next few meetings.

Applications submitted for Bus Service Improvement Plan funding 39 applications received and 24 from the last round, applications are now being scored.

Additional funding has been awarded for 2025/26.

A request for Christmas Lunch for senior residents was discussed and decided mid-January would give us time to receive responses from residents – IF YOU ARE INTERESTED OR KNOW ANYONE WHO MAY BE INTERESTED, PLEASE LET US KNOW.

**ACTION: Add Reporting link to website, send a thank you to Jim Friend - SALC**

**10 Budget 2025-26**

Budget and Reserves circulated to councillors prior to the meeting.

Councillors discussed, proposed by Cllr Chapman, seconded by Cllr Pitt, approved unanimously

**11 Neighbourhood Watch Report**

Needle/syringe found on Charity Meadow, if any found please report it

Notification of burglary in Stowmarket but not in Gislingham

**12 Footpath Warden's Report (Martyn Byrant)**

Rotten/broken posts have been reported to Highways by MB

**13 SID (Speed Indicator Device) (Stuart Wells)**

No report received

**14 Health & Safety Lead Volunteer**

C/f to next meeting as Cllr Alexander unable to attend, Cllr Oliver has also agreed to carry out H&S Training.

**ACTION: Clerk to book H&S Training**

**15 New VAS (Vehicle Speed Device)**

Highways replied the device installed at Wortham would not be acceptable now as it is too close to the sign. Mill Street location still being investigated

We are looking for a Volunteer to take on the VAS devices – charge batteries and download the data.

**ACTION: Clerk to contact Cllr Fleming for an update**

**16 20mph Speed Restrictions**

Some areas of the village are having issues with speeding motorists, it was suggested to investigate applying for a 20mph restriction.

**ACTION:** Clerk contacting Highways to enquire

## **17 War Memorial**

Application will be reviewed, and we should receive a response by 31/12/24, it was agreed to instruct the surveyor if the application is successful.

## **18 Bus Stop Bench Update**

BMSDC scanner picked up cables all along the verge, so the site is not suitable for the earth anchors, we will need the concrete base option.

The Street Furniture licence application was submitted on 31/7/24, this has been chased as not had a reply to date.

Costing for bench

Concrete base £601.94

Fixing/Installation £111.38

Bench £349.00

Street Furniture Licence £160.00

Councillors discussed the costs and the length of time this project has taken. After the discussion it was proposed by Cllr Oliver, seconded by Cllr Chapman, approved unanimously on the basis the licence is approved.

**ACTION:** Inform BMSDC of the approval of work in principle that the Licence is approved.

## **19 Planning – White Elm Solar – Nationally Strategic Infrastructure Project**

The application was discussed by councillors, councillors would like to know if the surrounding villages would like our support, DC Cllr Rowland Warboys is going to enquire, item to be c/f to next meeting

## **20 Community Emergency Plan**

Councillors discussed the necessity for an Emergency Plan considering the flooding last year, Suffolk Planning Officers will be able to help us create a plan.

After a discussion it was agreed in principle, proposed by Cllr Oliver, seconded by Cllr Chapman approved unanimously.

## **21 Autumn Litter Pick**

The litter pick is booked for 24<sup>th</sup> November councillors discussed and agreed to provide cakes and biscuits for volunteers in the Village Hall, Martyn Byrant is providing refreshments.

Proposed by Cllr Pitt, seconded by Cllr Oliver.

## **22 Charity Meadow – Bench Location**

GUC had a meeting on the 15<sup>th</sup> of November and asked if there was an alternative location which is covered by the CCTV in light of the needle/syringe found on Charity Meadow earlier this month. This was discussed, there is already seating at the playpark and that is too far for the resident to walk, Councillor's provided a couple of locations which will be discussed at the next GUC meeting in January.

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

## **23 Finance**

<b>Payments</b>	<b>Amount</b>	<b>Proposed</b>	<b>Seconded</b>	<b>Approved</b>
Admin payment for November	<b>£544.76</b>	Cllr Oliver	Cllr Pitt	Unanimous
Hire of Village Hall October 2024 PC meeting	<b>£20.00</b>	Cllr Oliver	Cllr Pitt	Unanimous
CAS - Email & domain name renewal	<b>£264.00</b>	Cllr Oliver	Cllr Pitt	Unanimous
NJC Backpay to April 2024	<b>£96.19</b>	Cllr Oliver	Cllr Pitt	Unanimous
Inn-House Technology November - DD	<b>£25.00</b>	Cllr Oliver	Cllr Pitt	Unanimous

## **24 Training**

Contact Cllr Calver to confirm training dates

Safeguarding Training – Cllr Pitt

**ACTION:** Clerk to confirm training sessions and book once agreed

## **25 Policies**

Health and Safety Policy

The policy was sent to the councillors prior to the meeting.

Proposed by Cllr Oliver and seconded by Cllr Pitt, approved unanimously

**ACTION:** Clerk to update the policy and upload to the website

Date of the next meeting is **20<sup>th</sup> January 2025** at 7pm in Gislingham Village Hall.

Meeting closed at 9.15pm