

GISLEHAM PARISH COUNCIL

PARISH COUNCIL MEETING

Minutes of the Parish Council meeting held at The Village Hall, Gisleham on
Monday 5th March 2018 at 7.30 pm

Present: Mr G Hunt (Chairman), Mr P Gillott, Miss R Moffatt, Mr B Collen, Mr I Gilbert, Mrs S Gilbert, Mrs M Boon
In attendance: Mr M Ladd (Suffolk County Councillor), Mrs C Petersen (Parish Clerk) and one parishioner

The Chairman welcomed those present.

1 To receive and accept apologies for absence.

None.

2 To sign as a correct record the minutes of the Meeting of the Council held on 8th January 2018.

Chairman asked Mr M Ladd about the alternative suggestions given by Highways for Church Lane. Mr M Ladd confirmed this work would come out of Local Council Highways Budget. Clerk to forward Mr M Ladd a copy of the email that had been received from Highways.

Proposed by Mrs M Boon and seconded by Miss R Moffatt. A copy of the minutes was signed by Chairman.

To sign minutes of Village Review meeting held on 4th December 2017.

Minutes signed. Document to be reviewed again at a later date.

3 To receive declarations of interest relevant to items on the agenda.

Declaration of any pecuniary or other interest with regard to items on the agenda and requests for dispensations.

No pecuniary interest was declared.

4 Matters for discussion/approval:

4.1 Transparency Fund. Clerk had contacted CAS to enquire if next years website could be paid in advance. CAS agreed and sent through an invoice. Cheque raised and approved in section 7.

4.2 General Data Protection Regulations. Clerk provided printed off copies of recommended documents provided by LCPAS. Documents to be circulated around Councillors for reviewing and comments to be written down. Agenda item for next meeting. Clerk to contact LCPAS for clarification of requirement to join ICO.

5 To receive report from County Councillor.

Mr M Ladd confirmed that Council Tax figures had been agreed upon. There will be a 4.99% increase in Council Tax - 2.99% is a general increase (1% of this increase to be used for Adult Social Care) and a 2% increase in Adult Social Care. People are living longer meaning there are more demands on Adult Social Care. A meeting had been held at beginning of January 2018 about car parking at Carlton Colville Primary School. The preferred option is the car park on the left-hand side over the new footpath. This would allow parking for 49 cars and relieve congestion. The costing of the proposal is going ahead and could prove quite costly. Another meeting is planned in one months' time to discuss costing and these figures should be available for May 2018 meeting. School have aired their concerns about maintenance of the car park in the future however if top specifications are used there will be a need for less maintenance. Safety of the children has always been a priority. Ideal time for work to be carried out would be in the school summer holidays. The Records Library relocation has gone to public consultation. A possibility of relocation is the old Town Hall. It is essential the records are stored in temperature-controlled environment. District elections to be held in 2019. Boundaries will be reviewed in September 2018. There will be 55 councillors instead of 90 with 3700 electors per councillor. The Waveney Local Plan first draft consultation to be held at Riverside on 28th March 2018. Mr M Ladd confirmed that if a hedge is under 1m from the road it is the responsibility of Highways.

6 To receive Clerk's report.

6.1 Received a letter from a parishioner in regards to the constant road flooding outside Church Farm near the post box. Contacted Highways and an engineer was sent out the next day. Agreed the work would be done by 9th February 2018.

Signed.....ChairmanClerkDate.....

6.2 Received an email from Lowestoft Town Council with an invitation to attend Local Planning Meeting on 28th February 2018 at Riverside. Chairman was due to attend however meeting was cancelled due to adverse weather. Meeting has been re-scheduled for Thursday 29th March 2018. Chairman to attend and Vice-Chairman if available.

6.3 Received a copied into email from Kessingland Parish Council in regards to Dam Lane Retrospective Planning Application.

6.4 Received an email to advise that a keysafe will be fitted at The Hut which will make it easier for planning meetings.

6.5 The Book Exchange event was successful and great to see so many turn up even though it was cold. Clerk to send thanks for the donations. Article appeared in Lowestoft Journal.

6.6 Attended website training in Ipswich which was very informative. A few changes have already been made on the website. Over time will implement more changes and make the site more informative.

6.7 Circulated details about Community Flood Workshop that was due to be held at Water Lane Leisure Centre. Unfortunately, due to adverse weather it had to be cancelled. It will be re-scheduled.

6.8 Having a few problems with print quality of scanner. It is under warranty so will take it back for an exchange.

7 Finance:

7.1 **Bank Reconciliation.** Statement prepared, issued at meeting, agreed in good order. A request was made for items of expenditure to be listed in full on bank reconciliation. Up to date Budget v Actual prepared. All agreed in order.

7.2 **To approve the following payments:**

Office administration & Expenses Feb 2018	BACS	£189.46
Mileage Expenses & Office Stationery Feb 2018	Cheque 100436	£46.30
Website Hosting Nov 2018 – October 2019	Cheque 100437	£60.00

8 Planning:

8.1 **DC/18/0532/ADI – Proposal:** Illuminated Advertisement Consent – 1 x tri-sided pole sign. Address: Land At, Tower Road, Gisleham. Councillors considered this application and had no objections.

8.2 **DC/18/0515/ADI - Proposal:** Illuminated Advertisement Consent – 3 x fascia tray signs, 1 x height barrier, 2 x key seller boards, 1 x double menu sign, 1 x exit post sign and 2 x waiting bay signs. Address: Land At Tower Road, Gisleham. Councillors considered this application and had no objections.

8.3 **DC/18/0765/VOC – Proposal:** Variation of condition No.2 (to replace the approved plan with an amended plan). Address: Sunnyways, London Road, Gisleham. Councillors considered this application and decided upon a refusal. Councillors expressed their annoyance that the hedge had already been removed and wish the hedge to be returned. Confusion over the dimensions and the gain of 2 meters of land – clarification required.

8.4 **DC/18/0816/FUL – Proposal:** Conversion of existing garage with new link extension to form annexed accommodation. Address: Century House, Black Street, Gisleham. Councillors considered this application and had no objections.

9 Public participation session.

9.1 A parishioner enquired about the building alterations happening at McDonalds and was concerned that the trees had been removed. The parishioner was advised that McDonalds comes under the responsibility of Lowestoft Town Council.

10 Councillors Forum. To request items to be placed on the agenda for the next Parish Council meeting.

Miss R Moffatt expressed her concerns that recently there had been emergency roadworks on Black Street near her home due to a problem with a water main. Work was started on the Friday at 1pm but the work men then left off at 3.30pm leaving the road completely blocked off with bollards. The completion of the work was then further delayed due to the snow. Mr B Collen had asked SCC for permission to clear roads due to the recent adverse weather conditions. Councillors expressed their concerns about the increasing number of potholes. Mr P Gillott had recently damaged a tyre due to a pothole. Mr M Ladd recommended that everyone reports potholes on the online Highways facility.

Mr P Gillott and Mr M Ladd gave their apologies in advance as they will not be able to make the next meeting.

No requests were received for next agenda.

11 To confirm date of next meeting of Gisleham Parish Council – 14th May 2018 @ 7.00 pm. AGM meeting. – 14th May 2018 @ 7.30 pm. Parish meeting.

There being no further business the meeting finished at 9.05 pm.

Signed.....ChairmanClerkDate.....