

GISLEHAM PARISH COUNCIL

Minutes of Parish Council Meeting held on Monday 5 September 2016 at The Village Hall at 7.30 pm

Present: Mr P Gillott (Chairman), Messrs Hunt, Collen & Gilbert, Mrs Gilbert, Miss Moffatt & Mrs Boon

In attendance: One parishioner, Mrs C Petersen (Parish Clerk appointee)

1 Apologies for Absence

Mr M Ladd (Suffolk County Councillor)

2 Declaration of Interest

Any and all Councillors may state "THEIR OWN" Declaration of Interest

3 Welcome to new Parish Clerk

The Chairman introduced Mrs Petersen who will take over duties from 30 September, but will be employed for September to overlap with Mrs Rivett

4 Declaration of Acceptance of Office

Mr Gillott and Mr Hunt, Chairman and Vice-Chairman respectively completed Declarations of Acceptance of Office for the current year to expire in May 2017

5 Minutes of Parish Council Meeting held on Monday 04 July 2016

The Minutes having been circulated were taken as read, and confirmed as a true record, proposed Mr Hunt, seconded Mr Gilbert. Mrs Boon noted an unfinished sentence line 4 of item a) Traffic Congestion at the Primary School – should read responsibility of Suffolk County Council
The Chairman ^{Mr Gilbert} said that he had sourced the paint for the telephone kiosk and he would obtain it and paint the kiosk in due course

6 Matters Arising from the Minutes

a) Traffic Congestion at the Primary School

Mrs Gilbert noted that parents and children walk along the middle of the road, both in Gisleham Road and Rushmere Road, she said this not only endangered their lives but also held up traffic. A letter had been received from Suffolk County Council following the joint meeting with Carlton Colville Town Council. The three proposals put forward: car parking, park and ride and loop around the school playing field had been considered. No decision had been reached regarding the car park, but the other two options had been dismissed. An email had been received dated 05 September stating that Parish Councillors and Carlton Colville Town Councillors could meet with Jan Scott (Suffolk County Councillor) and others in November. Meanwhile a team is investigating options regarding a car park

b) Telephone Kiosk – see item 5 – Minutes

c) Heritage Lottery Fund – the Clerk had noted the wording on the plaque in the church and passed to Mr Gilbert to arrange for the plaque to be made. The plaque to be placed on the right hand-side of the end wall

d) Tree Preservation Order – the Clerk had met with Fiona McKeown (Agriculture and Landscape Officer) in respect of trees on the border of land in Black Street which had been put forward for possible planning. Of the 13 trees, 12 of which are oak (one dead) and one beech, appear suitable for a TPO, but there would be no need for these to be

considered until a planning application for the site is considered. A decision for the site should be reached by the end of the year

7 Suffolk Coasts & Heaths AONB

Details of volunteers available for land clearing projects – no action

8 Website

The website has now been completed by Terry Weatherley, and Mrs Petersen will be able to keep this updated. There had been some problems accessing the site, but it was hoped they are now resolved

9 Youth Holidays Activity Programme

Funding available from East Suffolk for young people for holiday activities. The Clerk to confer with Mrs Richmond in respect of possible funding for the children's annual visit to the pantomime

10 Public Space Protection orders – Dog Controls

Various controls being considered for amendment regarding dogs in the Waveney district. Comments to be made via the East Suffolk website. Councillors invited to inform the Clerk of their comments or make them direct

11 Potholes

The Clerk reported that Mark Kerridge (Highways Officer) had informed her that there is no need to report potholes as these are constantly monitored. Mrs Gilbert asked that those between Sylvan Lodge and Church Farm be reported as they are quite deep

12 Audit

The audit had been completed and the following comments made: The level of reserves, which although the auditors had acknowledged are reducing, these should be continued to reduce. Councillors still of the opinion that a reasonable level should be maintained for the purposes of litigation and legal advice should these be needed

13 Bank Mandate

The Clerk had been in touch with Barclays regarding the transference of the telephone banking facility. She had been informed that the new Clerk can telephone Barclays and make arrangements without the need for further form filling. Proposed Mrs Gilbert, seconded Mrs Boon. This arrangement will not affect the signature mandate

14 Planning Applications

The following applications had been granted:

DC/15/5066/FUL – Demolition of existing buildings and structures to provide 4 retail units, 1 cafe unit and 1 flexible/restaurant unit with associated car parking, servicing, landscaping, public realm and pedestrian and vehicular access – Metropolitan Properties Investments – Land at Tower Road

SCC\0158\16W – Variation of Condition 1 of planning permission “15/15/2297 to provide continuation of recycling operations – Gisleham former Brick and Pipeworks, off Church Road

The following application was considered:

DC/16/3589/FUL – Reposition lattice tower amateur radio mast – Shoebridge, Pakefield Hall

15 Accounts

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| Clerk's Salary – August/September | 266.66 |
| Petty Cash – May/August | 124.44 |

Website – Mr Weatherley had asked that a donation of £20 be made to Ringsfield Church
– Councillors agreed this payment

Insurance – the Clerk stated that the premium is due on 01 October, Councillors agreed that the cheque for £176.80 be drawn in advance and remitted nearer to the date

16 Any Other Business

The Clerk said that three items had not been included on the Agenda, and Councillors agreed to discuss these at the November meeting – as follows:

Devolution

Parish Plan

Subscription to Local Council Public Advisory Service or a Clerk's membership only of £50, proposed Mr Collen. The Clerk had copies of Employment of Contract dated 2011 which she had received via Carlton Colville Town Council which may or may not still be valid. This information should be available once a membership of the statutory body has been completed

17 Date of next Meeting

Monday 7 November

There being no further business, the meeting closed at 8.45 pm