

GISLEHAM PARISH COUNCIL

PARISH COUNCIL MEETING

Minutes of the Parish Council meeting held at The Village Hall, Gisleham on
Monday 8th January 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: Mrs C Petersen (Parish Clerk) and two parishioners

The Chairman welcomed those present.

Councillors requested the use of proper tables at future meetings. All agreed.

1 To receive and accept apologies for absence.

Apologies received from Mr M Ladd (had an appointment with WDC).

2 To sign as a correct record the minutes of the Meeting of the Council held on 6th November 2017.

Proposed by Mr P Gillott and seconded by Mrs S Gilbert. A copy of the minutes was signed by Chairman.

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. Balance in the transparency fund was discussed. Clerk advised that it would be preferable if balances were not carried forward to the next financial year. Agreed to transfer staffing balance over to salary account. Clerk to contact CAS to enquire if website could be paid for a year in advance. Agreed to purchase ink for scanner and purchase a USB stick to use for back-ups. Clerk to prepare revised figures for next meeting.

4.2 General Data Protection Regulations. There was a training session available however, Gisleham Parish Council did not have a meeting scheduled prior to this training session. The Chairman did not wish to approve training prior to a full parish council meeting taking place, as such items need to be discussed with the members of the council. The clerk decided to over-rule this decision and went on the course at her own expense. The training session was attended by many Clerks and some Councillors. The training was very thorough and extremely informative. Documents provided by LCPAS are held by Clerk. Council will be advised of necessary steps and procedures which will need to be taken.

5 To receive report from County Councillor.

Not available.

6 To receive Clerk's report.

6.1 Email received from Highways regarding Church Lane. A Community Engineer had inspected the site and confirmed it would support some additional measures being implemented. Clerk to contact Mr M Ladd regarding funding.

6.2 Email received from One Suffolk regarding website. Improvements are being made to the website and whilst these are carried out the website will be out of use. Training sessions will be offered for use of new website.

6.3 Reporter from national newspaper is still very keen to write an article about the Book Exchange. A local author would like to donate some children's books. Agreed to suggest to reporter the date of 14th February 2018 with a reserve date of 12th February 2018. Mr P Gillott proposed that Mr I Gilbert takes the lead in this event. Clerk to finalise details and advise Councillors.

6.4 Email received from a parishioner regarding the ongoing car parking issues outside the school. The parishioner suggested that Parish Council could speak to the new headmaster. Clerk advised the parishioner that Mr M Ladd had already had a positive meeting with the new headmaster.

6.5 Email received from a parishioner regarding flooding outside Mr & Mrs Gilbert's home. The parishioner had kindly reported it to Highways and provided Clerk with log number. Clerk to follow up.

6.6 Reported the street lights in Black Street and log numbers are on record.

6.7 Contacted Kessingland Parish Council regarding the graffiti at the underpass. Kessingland Parish Clerk has reported the graffiti and also anti-social behavior.

Signed.....ChairmanClerk Date.....

- 6.8 Contacted Mr M Ladd regarding the outstanding Highways issues.
- 6.9 Recent bank statement handed to Chairman to enable the set up of direct debit for Clerk salary.

7 Finance:

7.1 Bank Reconciliation. Statement prepared, issued at meeting, agreed in good order.

7.2 To approve the following payments:

Supply new noticeboard for Black Street	Cheque 100430	£88.00
Office administration Nov 17 + Expenses	Cheque 100431	£189.46
Clerk Subscription for 2018	Cheque 100432	£50.00
Room hire	Cheque 100433	£9.00
Office administration Dec 17 + Expenses	Cheque 100434	£189.46

8 Planning:

8.1 DC/17/0786/FUL - Update on retrospective application – formation of lake for private recreational use and Erection of 5 timber structures. Land at Dam Lane, Kessingland. The Environment Agency has reviewed the revised flood risk assessment and are maintaining their objection on flood risk grounds as it does not adequately address the issues raised previously.

8.2 DC/17/4595/ADI - Site: Land at Tower Road, Tower Road, Gisleham. Proposal: Illuminated Advertisement Consent – Erection of an externally illuminated totem sign. WDC Update: Consent granted.

8.3 DC/17/4728/FUL - Site: Century House, Black Street, Gisleham. Proposal: Conversion of existing garage With new link extension to form annexed accommodation for elderly parent. WDC Update: Refuse to permit.

8.4 Councillors raised their concerns about future traffic flow at the development on Tower Road. Clerk to action.

9 Public participation session.

9.1 A parishioner raised again the issue of the hedge next to The Paddocks in Black Street. Clerk to contact Mr M Ladd.

9.2 A parishioner had seen Highways attending to the reported lights in Black Street however the lights are still covered algae. Clerk to action.

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

10.1 Requested the pot holes outside the school are reported to Highways. Clerk to action.

10.2 A tree near Grange Farm Cottages had blown down in a recent storm. Removal of the tree root will be a problem. Drivers have been made aware of the problem with temporary road signs.

10.3 The increasing number of pot holes around Gisleham was discussed. Clerk to action.

10.4 Residents had been invited to attend locally held sessions to understand the changing coastal flood risk between Kessingland and Benacre and its likely effect on the Lothingland Valley. A smaller reservoir will require a much larger pump. Serious coastal erosion has taken place over Christmas. Clerk to action.

No requests were received for next agenda.

11 To confirm date of next meeting of Gisleham Parish Council – 5th March 2018 @ 7.30 pm.

There being no further business the meeting finished at 8.30 pm.

Signed.....ChairmanClerk Date.....