



## Minutes of Gillingham Parish Council Meeting 7<sup>th</sup> June 2022

**Councillors Present:** Cllrs M. Brown, C. Hoare, B. Warman, J. Ward, and S. Webber  
**Also Present:** Clerk.

1. **Welcome and a minute's silence:** There was a standing minutes silence to record and remember the sad loss of Rae Massingham. Rae was a Councillor for 15 years, 10 of those years, he was Chairman. He even lent the Parish Council money for the Bus Shelter.
2. **Apologies for absence received, record number of members of the public present:** Apologies for District Cllr Knight. 11 members of the public were recorded.
3. **To consider co-option of a councillor to fulfil the vacancy:** It was RESOLVED to co-opt Mr Andy Rymer.
  - **signing of the declaration of acceptance** – The form was signed and Andy then was welcomed to the Council table.
4. **Declaration of Interests other than those registered with South Norfolk Council:** No extra declarations were declared.
5. **Parish Ten - parishioners slot:**

A member of the public thanked Mr Bramley for the gate and fencing on the footpath, leading to KFC and McDonalds etc.

There was also a vote of thanks to Mr Bramley for clearing the allotment rubbish for the Council.

There was a request that we looked into the footpaths left have been ploughed and needs to be re-instated. Action Clerk to look into this.

The accident was discussed on the A146, there was an agreement that this was not caused by turning into the Strawberry hut.

Mr Bramley confirmed that there will be a farm shop by KFC and McDonalds. This will be built at a later date. Planning permission has already been approved.

County Councillor Stone, provided his report, which will be available on request. Cllr Stone has also mentioned that he would be able to help with all related footpath issues. Cllr Stone has a contact for the footpath person for Norfolk County Council.
6. **To approve the minutes of 3<sup>rd</sup> May 2022:** The minutes were RESOLVED as being an accurate record.
7. **To discuss and agree the issues with Barclays:** It appears that the Barclays mandate has been resolved. Now to add Cllr Webber and the Clerk. The Clerk asked if we could close the NS&I account. It was RESOLVED to do this.
8. **To discuss the outstanding matters arising from last meeting:**
  - **Traffic lights at the bridge** – there was an agreement to close this idea.
  - **Update on the grass cutting at the church** – Action Clerk to look into this.
9. **Village Matters – to discuss and agree.**

Thank you to GB for installing the fencing and gate at the end of the footpath – Previously noted.

**Platinum Jubilee Event** – The Platinum Jubilee was not well attended. Cllr Ward will look into whether the Parish Council needs to donate some money towards the Jubilee Event. There was a previously agreement to provide the Village Hall with £200.00.

**Playground Inspection** – discuss and agree the issues with the Playground Report – The report has been circulated to all Councillors. Cllr Warman and David Reynolds has worked

hard on some of the items in the report. Additional signs have been put up. The concrete blocks have been removed. All play units have been washed down. The Parish Council is short of one small gate by the pub and the double main gate. David Reynolds will provide quotes for the gates. Mr Bramley has provided some research on the allotments and the playground.

**Discuss setting up a Sub-Committee to maintain the allotments and changing the allotment agreement?** Cllr Warman would like the Parish Council to be more involved in the running of the allotments, regular checks. The allotment agreement may need to be updating. The Parish Council would like to meet with the allotment renters to discuss these and the idea of building a car park for the playground and allotment rent.

**Discuss and agree issues with the Marsh Lane footpath** – County Councillor Stone may be able to help with this.

**Discuss the condition of the river wall** – Action Clerk to arrange a meeting to discuss the problems.

**Litter Pick** – The litter pick was very successful. The Parish Council thanked those that helped.

**10. Discuss the starting of the Neighbourhood Plan and the benefits:** This is ongoing.

**11. Correspondence:** None.

**12. Planning Matters:** None.

**13. Finance:**

Payments were RESOLVED to be paid.

Clerk wages and expenses £374.24

Cllr Warman expenses £ 39.79

Bank balance as at 31/5/22

CiL Balance £28,138.62

General Reserves £2,943.65

NS @ I £106.53

It was RESOLVED for the new Cllr Rymer to become the Cllr to approve the bank reconciliations on a quarterly basis.

**14. To discuss the Internal Auditors Report:** The internal audit report was discussed and the Clerk recorded the amount of work needed to be completed, before next year. It was RESOLVED to allow the Clerk additional hours to complete these tasks.

**15. To discuss the AGAR Annual Internal Audit Report 2021/22:** The AGAR Internal Audit was noted and RESOLVED

**16. To agree the AGAR section 1 Annual Governance Statement 2021/22:** The Annual Governance Statement was discussed and RESOLVED, signed by the Clerk and Chairman.

**17. To agree the AGAR section 2 Accounting Statements 2021/22:** The Accounting Statement was discussed and RESOLVED, signed by the RFO and the Chairman.

**18. Any Other Business: Cllr Brown would like a bench near the brick bus shelter.** This is to be considered

**Date of next meeting 5<sup>th</sup> July 2022, 7.30pm**

**Meeting closed at 9pm.**

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