

PARISH OF GILLINGHAM

Minutes of The Annual Meeting of the Gillingham Parish Council – Wednesday, 5th May, 2021

Last year the Annual Parish Council meeting was held in June. During the year the council has predominantly held meetings on Zoom with the odd meeting being face to face. Again this year a Virtual Meeting was held for the Annual meeting enabling four of the councillors to attend. The meeting was also joined by the Waterloo representative.

Parish Councillors Rae Massingham, June Ward, Bill Warman & Chris Hoare, were present. The meeting was chaired by Cllr Massingham.

Councillors Margaret Thrower, Maureen Foreman and Majorie Brown were previously consulted and all councillors were in favour of the virtual meeting. The Parish Council is planning to return to face to face meetings at the Village Hall for the June meeting.

BUSINESS TO BE TRANSACTED

Election of Chairman – Cllr Hoare proposed Cllr Massingham which was seconded by Cllr Ward. Cllr Massingham said he would be happy to accept if there were no other nominations.

Election of Vice-Chairman – Cllr Massingham proposed Cllr Thrower, seconded by Cllr Hoare. Cllr Thrower had been consulted and agreed to accept.

Election of Responsible Financial Officer – Cllr Ward proposed that Julia Punt the parish clerk continue in the role of RFO, seconded by Cllr Warman.

Declaration of Interests – none.

Parish Ten – one resident attended. No issues apart from street closure reply under Village Upkeep.

Apologies for absence – Cllrs Thrower, Foreman, and Brown due COVID-19 social distancing. Cllr James Knight.

Minutes of Last Meeting and Matters arising – no matters arising

Village upkeep

Cllr Warman said that having read the Playground Inspection report he had cut off the bolts on the gate as recommended. Cllr Warman thought it would be a good idea to go through the report on site and list the items that needed attention. If these are beyond the parish council manpower then professional help would need to be brought in to make it safer. All councillors in agreement with this.

The clerk reported that the long awaited new grit bin for Kings Dam had been approved by Highways and would be in place near the 30mph/derestriction sign in the autumn ready for filling. The Highways Surveyor also visited Church Road and agreed to resite and improve signage and asked the clerk to order a new road sign with the cul-de-sac motif visible, as this had all but faded away.

The Traffic Order regarding 6 weeks closure of The Street for foul water treatment installation has been issued. The clerk is in communication with the buses to see if they have plans in place to avoid loss of transport through the village. The clerk will also contact the new County Councillor once elected to see why this has to be totally shut cutting off half the village.

CIL - Update on spending

The Highway Surveyor agreed that placing of signs to help promote speed safety near the school was acceptable..

A proposed path running parallel with Kings Dam to the corner where the playground access is was approved in theory, but when funds are available a survey for services will need to be done before any work to check no services are in the way.

Highways would not approve a 'pinch point' on Gillingham Dam due to this being a 60mph road. He did suggest that writing SLOW on the approach to the 30mph sign may have some impact on speed.

Correspondence

General file for circulation.

Planning Matters

Temporary closure of The Street for 6 weeks for Foul water Treatment to the new houses – see above.

2021/0860 – 38 Kings Dam, Single storey & 2 storey rear extension and front porch – pending
2021/0788 - Northfylds, Geldeston Rd, Erection of attached garage with pitched roof, window at rear elevation - approved

Finance

Insurance premium – Insurance provider to be discussed go with BHIB

David Bracey Playground Inspection - £96.00

HMRC – 1st of 4 payment £195.60

Results of Internal Audit and finalisation of Accounts. Councillors discussed the result and decided on actions for minor issues raised.

The councillors approved the Annual Governance Statement, Accounting Statements, Standing Orders, Risk Assessments and Controls which had been reviewed and amended as agreed necessary.

The council approved the Certificate of Exemption and that it should be submitted to the Auditors.

First half of precept received - £4250.00

Clerks expenses - Purchase of new laminator & pk of pouches £22.98

Tina Page – audit £50.00

Any other business

Clerk has booked training for General Data Protection Regulations

The chairman and councillors expressed their thanks to the parish clerk for her help and support through the past year.

Date of Next Meeting: Please note that the next meeting is due to be held on Wednesday 9th June, 2021 (**this is a variation to the usual first Wednesday in the month**) at 7.30pm. The meeting will be held in the Gillingham Village Hall. Councillors available from 7.15pm. **Please follow social distancing rules and wear a face mask.**

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