



**Meeting of the Parish Council Meeting
Minutes
7th November 2023
held in Gillingham Village Hall**

Councillors Present: Cllrs: K. Aldis, C. Hoare (Chair), J. Johnson, S. Mallett, A. Rymer (Vice Chair), J. Ward and B. Warman.

Also Present: Clerk, District Councillor Evans.

1. **Welcome.**
2. **Apologies for absence received, record number of members of the public present.** None apologies received; we have a full house. 16 members of the public.
3. **Declaration of Pecuniary and Other Interests.** None.
4. **To approve the minutes of 3rd October 2023.** The minutes were approved as an accurate record of the meeting. Proposed by Cllr Rymer and seconded by Cllr Hoare. All in agreement.
5. **Parish Ten – Public Forum – Standing Orders will be suspended to allow public participation (Maximum of 10 minutes (3 minutes per person) for items to be discussed for information only.**
 - The drain outside the bus shelter is still blocked. The Clerk had reported this and that Highways will not do anything until the ditch that runs along the carpark is maintained. There is an issue with the ditches, we do not know who owns the ditch for it to be maintained. The fact that the ditch is up hill does not come into the equation. The concern is that there are 3 drains, 2 on the same side and 1 the other side.
 - Hedge to be cut by the village hall. It was noted that some of this had been done at the weekend.
 - Gillingham Dam barrier issues. Cllr Mallett reported that this has been booked in for 19/12/23.
 - There are still problems with cars being parked on TRO in Church Lane and that Nitrous Oxide is still being used. The resident is getting really concerned about her safety and welfare. There is no support from the locality policeman. **Action Clerk** to speak to the replacement policeman.
 - Footpath at Kings Dam. There were a few issues relating to this and the expenditure that is needed for this project. The general feeling is that the members of the public present does not want this or the expense. There is a concern on who owns part of the grass land around the houses.
 - Northgate Suffolk, not a campaign group but a social group. Reported that they had written to highways about the weight restriction. Northgate road is fragile and unstable. All services are at risk, one accident waiting to happen! No one has spoken to the bus company. Gillingham needs access to the bus services and so does Geldeston.
 - There is a person living rough in a tent, Church Lane woods.
 - District Councillor Evans had nothing to report.
Resume Standing Orders.

6. To discuss the outstanding matters arising from last meeting:

- a) Clerk to log a highways fault for the barrier damage on Gillingham Dam. Discussed in item 5.
- b) To receive an update on the 2022 Parish Partnership Kings Dam footpath, the site meeting, and agree any action. The Parish Council is not in the position to make a decision yet. The Clerk noted that the Parish Partnership would require that the Parish Council pay the whole amount before reimbursement. The Parish Council does not have that kind of money for this! There was a show of hands and 4 voted to leave this for the next financial year. The Clerk stated that the costings would have to be reviewed then and will be a lot higher.
- c) To note the bench at the war memorial is in need of repair. The bench has not been repaired but will be ok for the Remembrance but will be safe enough.
- d) To receive an update on the bus shelter repair at The Boundaries. Cllr Aldis father repaired the bus shelter. Thank you to Mr Aldis.

7. Planning:

- a) To receive an update on the outstanding applications, Land North of The Street, Land South of The Street, the business expansion at McDonalds roundabout. The District Councillor reported that he has 'called' all 3 planning applications to be reviewed at the planning panel. This is where the Parish Council can put their views to them. **Action Cllrs**, to compile a report by the end of the week!
- b) [BA/2023/0373/CLEUD | Lawful Development Certificate for 10 years mooring use. | Land at Gillingham.](#) Recommend no comment.
- c) To discuss any additional planning applications that were received late. None.

8. Village Matters – to discuss and agree:

- a) To discuss the Neighbourhood Planning meeting 10/10/23 and agree to continue with the Neighbourhood Plan. Geldeston and Gillingham are starting a Neighbourhood Plan, the terms of reference were looked thinking of changing the steering group to a committee. Catherine Bickmore has been appointed Chair and Tina Newby Secretary.
- b) To a new parish partnership fund for this year. Move forward with SAM2 speed awareness Machine. **Action Clerk** to contact Westcotec.
- c) Possible ways to support those who are isolated over the winter months? Christmas? How do we identify the elderly/vulnerable people in the village.
- d) Future planning for emergencies, floods etc. The Clerk reported that the sandbags that have been delivered to the Stone Pit Station Road, Geldeston are there for Gillingham too.

9. Parish Council Matters:

- a) To consider reduction of monthly meetings in line with other Parish Councils of this size. Continue emergency meetings as and when needed. There was a discussion on reducing the meeting from monthly to every other month. The Clerk commented that other village parish councils are every other month. There was an agreement to trial until the end of the Financial Year, then review. Whilst there are reduced meetings the Clerk stated that she would work reduced hours, to 5 hours a week.
- b) To receive an update on Additional names for Barclays accounts. The Clerk had the correct forms and would be signed at the end of the meeting.
- c) To receive an update on Co-operative Bank account. There was not an account that fitted into the regime of a Parish Council.
- d) Consider moving bank accounts to Lloyds (zero charges) or HSBC (charges). Hold off until we have an update with Barclays.

10. Correspondence:

11. Finance:

- a) To discuss and agree donations: i) The grass cutting at the churchyard, ii) the

request for a donation to help the first responders with some extra equipment. Cllr Mallet has found out that we should not be writing the cheque to the previous people to maintain the grass cutting at the churchyard. Cllr Mallet to confirm who this would be.

After some discussion there was an agreement to donate £100 for the Bungay 1st Responders, to provide additional equipment. Proposed by Cllr Rymer and seconded by Cllr Mallett, all in agreement.

- b) To note the donation to the Tidings £150 was paid in between meetings by the Clerk.
- c) To approve the payments for this month. The Clerk discussed that the NJC PayScale's have been increased by £1 per hour, backdated to 1st April 2023. This was agreed with the payment list. Approved £1,018.28, proposed by Cllr Rymer and seconded by Cllr Johnson.

Summary of payments Gillingham Parish Council

To be approved at	7th November 2023		
Wages + expenses	October	£474.74	
	Clerks expenses	£29.51	
	mileage	£31.50	
		£535.75	101081
		£535.75	
Tina	Back Pay	£248.00	
Tina	Tidings donation	£150.00	
Total payment to Clerk		£398.00	101090
		£398.00	
	Bus Shelter repair	£84.53	101091
		£84.53	
		£1,018.28	

Statement of account

Bank Balance 31/10/23		£10,469.45
<i>consisting off</i>		
CiL balance	£2,737.82	
Grant	£500.00	
General Reserves	£7,231.63	
	£10,469.45	
NS&I	£106.53	
	£10,575.98	

- d) To receive the bank balances and budget so far this year. Bank balance noted above.
- e) To request the Councillors start thinking about the budget for next year. The budget file was given to all the Councillors and the Clerk asked for comments by Christmas.
- f) To agree an Internal Auditor for this financial year, The was an agreement to go with Heelis and Lodge, same as last year.

12. Discuss any Councillors issues:

BW: reported that he had the figures for the basketball surface. It was noted that the parish council does not have the money. It was also noted that item 12 is only for information only!

Date of next meeting 9th January 2024.

There being no more business to discuss, the Chairman closed the meeting at 8.35pm

Signed by Chairman

Dated

9th January 2024

5th March 2024