



**GISLINGHAM  
PARISH COUNCIL**



*Working for our Community*

Email: [clerk@gislinghamparishcouncil.gov.uk](mailto:clerk@gislinghamparishcouncil.gov.uk)

**DRAFT MINUTES OF THE PARISH COUNCIL MEETING HELD ON  
MONDAY 16<sup>th</sup> February 2026 at 7.00PM**

**Present:** Cllr C Tranter, Cllr R Gray, Cllr F Oliver, Cllr C Fell, Cllr Calver, Cllr Chapman, Clerk/RFO – S Budd, DC Cllr R Warboys, CC Cllr J Fleming, 1 member of public

**Apologies:** Cllr C Saunders

**1 Chair welcome and to consider and approve apologies for absence**

Cllr C Tranter welcomed everyone to the meeting, apologies were received from Cllr C Saunders and approved unanimously.

**2 To receive Declarations of Interest on agenda items**

None Received.

**3 To consider requests for Dispensations on agenda items**

None Received

**4 To resolve the draft minutes of the Parish Council Meeting held on 19<sup>th</sup> January 2026 are a true and correct record.**

The draft minutes of the Parish Council Meeting held on 19<sup>th</sup> January were approved with 1 abstention.

**5 Report from County Councillor**

CC Cllr Fleming's report can be found as an addendum to the minutes.

**6 Report from District Councillor**

DC Cllr Warboy's report can be found as an addendum to the minutes

**7 Public Participation Session**

A member of the public attended to receive an update on the Wednesday bus service to Bury St Edmunds. The Clerk reported that a grant funding application has been submitted to enable the previous provider to continue operating the service on a fortnightly basis.

The Clerk also attended a meeting hosted last week by MP Richard Winch with representatives from other parishes along the Bury St Edmunds route. Several parishes currently have no bus service at all. Following discussion, it was agreed that a further application should be submitted for a weekly service. The application would be best submitted by a parish without an existing service, Norton Parish Council agreed to submit the bid on behalf of the group.

**8 Chair's Report**

Nothing really to report.

We have new people that have taken over the village store, I will be having a chat with them next week and pen an article for the messenger. The defib unit is an ongoing issue, Cllr Oliver thank you for your efforts to date, this appears to require a bit more thought as to how we progress.

A big thank you to our clerk for the ongoing playpark and for her sterling work on the bus service. There was a large meeting in Ipswich during last week for pylons and solar panels, I am currently awaiting a report to come through, although it does appear that notwithstanding opposition to both projects a final decision will ultimately be taken by govt –Mr Milliband !! Sorry that I cannot provide further information at this time.

## 9 **Clerk/RFO Report**

- Accounts for November and December circulated were emailed to all Councillors prior to the meeting.
- Laptop was out of action for 3 weeks, returned to HP as still under warranty, Microsoft 365 recovery issue due to email changes, thanks to Eric Sheehan recovery email and phone number, apologies if there were delays in answering emails.
- Internal Auditor need to be appointed to carry out the auditing of the compliance year end 25/26, Trevor Brown has carried out the audits over the last few years, the fees are the same as last year however with the playpark expenditure the fees will be higher this year, councillors discussed , Cllr CT proposed, Cllr Oliver seconded, approved unanimously.
- Elections - The Government has issued a statement confirming that local council elections will **not** be postponed or cancelled and are expected to proceed as planned.
- Website Assertion 10 compliance, the amended Website Accessibility Statement was emailed to all councillors prior to the meeting, councillors agreed to adopt the update statement.
- **Litter Pick 22<sup>nd</sup> March, 10am**
- Facebook hacked, updated password and logged all users out of the account
- CCTV – contact IH-T to see if there is a newer version of the CCTV available, the system is a very good quality could be better if the location of power cables were closer to the play area, they are happy to assist with getting the best out of the system.
- A resident contacted the Parish Council regarding the trees along the footpath. The school has obtained a quotation to have the trees cut back and would welcome any donations from the Parish Council. Councillors discussed the request and agreed that further information is needed on the extent of the proposed works. The matter will be considered next month under *Grants and Donations* once full details have been provided.
- Defibrillator stand has been installed, the advert was quite misleading and did not include the box for the unit, I emailed the stating is was misleading and the offer a discount to the heated unit which they supply, the cost would be £574.00 + VAT, however as we do not have power to the area, we are investigating cheaper options.
- Horse signs from BHS have arrived, just waiting for posts to arrive and then they will be installed.
- Traffic post and mirror have arrived and will be installed shortly.
- N2T planning inspectorate hearing in Ipswich last week, a resident attended, we grouped with Cotton and Wickham Skeith Parish Council to collaborate our issues but meeting was cancelled as could not arrange a suitable time for all to attend, the resident has ask the inspector to carried out a site visit and asked if we also requested a visit so the can see the impact this project will put on our village,

**ACTION: Clerk to contact Internal Auditor, School for further information on cutting back trees. Defib box alternatives,**

## 10 **Neighbourhood Watch Report**

Delighted to report that there is nothing to report in our village!!

Reports of somebody hitting a car in a supermarket car park in Stowmarket and driving off without reporting it, and a similar incident at Aldi in Diss

Suspicious individuals trying to break into a resident's garage/shed in Stanton,

A point of information the Village store is under new management will report further in March

## 11 Footpath Warden's Report (Martyn Byrant)

No Footpath report received.

## 12 Speed Indicator Device) (Stuart Wells/Anthony London)

Reports will be displayed on the noticeboard, our volunteer said one of the batteries stopped working so there was no data available, it was also noted that some of the LED lights on the old unit are not working and it was suggested we look at purchasing a solar VAS device.

**ACTION:** Clerk to investigate costs for batteries and solar VAS device.

## 13 Bus Services

A funding application has been submitted to SCC for a bus service to Bury St Edmunds on a Wednesday on a fortnightly basis, which is what the previous operator offered.

As discussed in public participation.

## 14 Watson Bowl / Volunteer of the Year

The 2 awards are to recognise an individual or group whose outstanding dedication and service have made a meaningful difference to the community.

If you have someone in mind please send an email to [clerk@gislinghamparishcouncil.gov.uk](mailto:clerk@gislinghamparishcouncil.gov.uk) with a brief description of why you are nominating the person or group.

## 15 Planning

DC/25/05107 Dormouse Cottage, Mellis Road, Gislingham, Eye, Suffolk, IP23 8HU – Erection of a Cart Lodge – Councillors discussed the application and have no objection to the application.

**ACTION:** Clerk to add comments onto planning portal.

## 16 Play Area

The amended quotations were circulated to Councillors by email for approval due to timescales. The Playdale quotation, which met the requirements of the resident survey and the grant funding criteria, was approved by Cllr C. Tranter, Cllr F. Oliver and Cllr C. Calver.

Additional Play Area Equipment requested as part of the grants and feedback surveys

- Outdoor Table Tennis Table & Equipment – £2,004.00 + VAT  
Proposed by Cllr Tranter, seconded by Cllr Oliver, approved unanimously.
- Recycled Plastic Wheelchair-Accessible Table and Square Picnic Table – £1,630.00 + VAT  
Proposed by Cllr Tranter, seconded by Cllr Chapman, approved unanimously.
- Zipwire Mulch Resurfacing (Playground Supplies) – £13,650.00 + VAT  
Proposed by Cllr Tranter, seconded by Cllr Calver, approved unanimously.

The play area will be closed from mid-March to mid-April to allow contractors to carry out the refurbishment works.

An application has been submitted to *Linesearch Before U Dig* to obtain plans for underground cabling from UK Power Networks, Cadent Gas, and Essex & Suffolk Water.

BMSDC will release the CIL payment for the net amount, and the Council will reclaim the VAT from HMRC.

If you want, I can also format this into a full agenda item or integrate it into your draft minutes for the whole meeting.

BMSDC are sending CIL payment for the net amount, and we will reclaim the VAT back from HMRC.

## 17 Finance

Payments	Amount	Proposed	Seconded	Approved
Admin payment for February	<b>£769.54</b>	Cllr Fell	Cllr Tranter	Unanimous
S Budd Expenses – travel, stationary	<b>£59.53</b>	Cllr Fell	Cllr Tranter	Unanimous
Inn-House Technology CCTV Sim	<b>£25.00</b>	Cllr Fell	Cllr Tranter	Unanimous
Gislingham Village Hall – January	<b>£20.00</b>	Cllr Fell	Cllr Tranter	Unanimous
Richard Adams – footpaths maintenance, 2 cuts 2025	<b>£500.00</b>	Cllr Fell	Cllr Tranter	Unanimous
Defibrillator Pads, Traffic Mirror, 76mm post	<b>£198.47</b>	Cllr Fell	Cllr Tranter	Unanimous

Playdale Playground deposit	<b>£53571.60</b>	<b>Cllr Fell</b>	<b>Cllr Tranter</b>	<b>Unanimous</b>
Playground Services	<b>£16380.00</b>	<b>Cllr Fell</b>	<b>Cllr Tranter</b>	<b>Unanimous</b>
Suffolk Timber Frame – Defib Stand	<b>£50.00</b>	<b>Cllr Fell</b>	<b>Cllr Tranter</b>	<b>1 abstension</b>

**18 Training**

None

**19 Policies**

Standing Orders

Health & Safety Review

**ACTION: Clerk to updated and upload to Website.**

Date of the next meeting is **16<sup>th</sup> March 2026** at 7.00pm in Gislingham Village Hall.

Meeting closed at 8.20pm