



**GISLINGHAM  
PARISH COUNCIL**



*Working for our Community*

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**DRAFT MINUTES OF THE PARISH COUNCIL MEETING HELD ON  
MONDAY 17<sup>th</sup> November 2025 at 7.00PM**

**Present:** Cllr C Tranter, Cllr C Calver, Cllr K Chapman, Cllr C Fell, Clerk/RFO – S Budd, CC Cllr J Fleming, DC R Warboys arrived at 7.05pm, 1 member of public

**Apologies:** Cllr C Saunders, Cllr F Oliver, Cllr R Gray

**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, Cllr R Gray & Cllr F Oliver 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 20<sup>th</sup> October 2025 are a true and correct record.**

The draft minutes of the Parish Council Meeting held on 20<sup>th</sup> October 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**

One member of the public attended to raise concerns about the trees and hedge bordering the footpath alongside the school. The trees are extremely tall and shed a significant volume of leaves, which accumulate on the footpath, creating a slippery surface and causing leaves to drift into neighbouring gardens.

The resident has previously approached the school but was informed that they do not have available funds to undertake trimming or maintenance.

The resident asked whether the council could assist with the cost of leaf clearance or hedge and tree maintenance.

Councillors discussed the matter and agreed that they would not like the trees to be removed but Cllr Tranter will speak with the head teacher to explore possible options and report back.

**ACTION: Cllr Tranter to contact the school.**

**8 Chair's Report**

I attended the remembrance service on Sunday and laid a wreath on behalf of the Parish Council, the service was well attended, and the weather was kind ie no rain.

I am awaiting updates on both the pylons and solar farm; dates have been set for our next set of advice / participation but nothing forthcoming as yet.

The funeral of one of our former Clerk's Katherine Wells will take place at St Mary's Church on 21<sup>st</sup> November at 11.00am, The Parish Council has donated to the charity suggested by the family.

## **9 Clerk/RFO Report**

- Accounts for October were emailed to all Councillors prior to the meeting.
- Proposed budget was circulated to all Councillors prior to the meeting  
Councillors discussed the budget Cllr Tranter proposed, seconded by Cllr Calver and approved unanimously.
- Precept – the projected expenditure and income figures were discussed, the predicted tax base for Gislingham is -0.6%, last year's precept was £14400.00 councillors discussed and agreed to keep the Precept the same this year, proposed by Cllr Tranter seconded Cllr Chapman approved unanimously.
- Website and emails have been migrated over to.gov.uk, a few issues which have now been resolved.
- NJC Payback calculation was forwarded to all Councillors prior to the meeting
- Co-operative Cllr Oliver has received online banking instructions, but Cllr Chapman has not received any to date, Cllr Tranter contacted the bank and confirmed Cllr Tranter, Cllr Oliver and Cllr Chapman are all signatories.

## **10 Neighbourhood Watch Report**

Nothing to report this month locally

I have been advised of an abandoned car left on somebody's property, a black Renault driven badly by an elderly resident (20mph!!) and a hit and run in Waitrose car park; these relate to Bury and Stanton.

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

Martyn had been working with Suffolk County Council to replace most missing posts around the village.

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

SID report can be found as an addendum to the minutes.

## **13 Road Juction – Back Street and B1113**

The hedge has been cut back twice recently by the owner, but it still causes visibility issues, Highways have suggested hedge could be trimmed more vertically to achieve maximum visibility. Councillors discussed and asked if the mirror was in stall on farm owners' land would that be acceptable.

Waiting for response from Highway regarding the Slow Horses signs, these can be obtain Free of Charge from British Horse Society.

**ACTION: Clerk to contact Highways regarding mirror on private land**

## **14 National Significant Infrastructure Project (NSIP) EcoPower Suffolk & Norwich to Tilbury**

Our Clerk attended a meeting last week to raise questions from residents and to assist with representations. The deadline to register an interest is 27<sup>th</sup> November. It is important to mention as many points as possible.

The more people who raise concerns, the greater the chance that the plans may be altered.

## **15 Bus Services**

The return journey from Diss has recently been served by a minibus, which is not suitable for many passengers due to accessibility and capacity issues. A standard bus or a low-floor accessible vehicle is needed to ensure the service is inclusive and meets the needs of all users. Concerns regarding the bus service to Stowmarket are currently being addressed, and we remain hopeful the issues will be resolved shortly.

**ACTION: Clerk to follow up with Service Providers**

## 16 Defibrillator

The defibrillator for the Village is stored in a canvas bag, not in an all-weather storage box. If it is to be installed at the bus stop, a suitable cabinet and stand will be required to ensure it is protected and accessible. Councillors discussed the options, and it was decided to ask the Village Shop if they are happy to hold the unit in the shop, if this is not possible, we will need to purchase a cabinet and stand and have it fixed at the bus stop. The cost of the stand and installation costs would be approximately £400.00

**ACTION:** Cllr Tranter to discuss with the shop, Clerk to get installation quote if shop is not feasible

## 17 Planning

No application received.

## 18 Play Area

The pictorial surveys have been completed, preferences to be compiled and forwarded for contractors to compile quotes.

**ACTION:** Clerk to compile results for contractors to provide quotes

## 19 Finance

Payments	Amount	Proposed	Seconded	Approved
Admin payment for November	<b>£603.81</b>	Cllr Tranter	Cllr Calver	Unanimous
NJC Pay Award Admin 25/26	<b>£120.25</b>	Cllr Fell	Cllr Chapman	Unanimous
Inn-House Technology CCTV Sim	<b>£25.00</b>	Cllr Tranter	Cllr Chapman	Unanimous
Gislingham Village Hall – October	<b>£20.00</b>	Cllr Tranter	Cllr Calver	Unanimous
CAS Domain & 9 mailboxes	<b>£318.50</b>	Cllr Tranter	Cllr Calver	Unanimous

## 20 Training

## 21 Policies

Internet Banking Policy – c/f waiting for Cllrs to receive online banking details

Disciplinary Policy

Disciplinary Rules

Code of Conduct

Date of the next meeting is **19<sup>th</sup> January 2026** at 7.00pm in Gislingham Village Hall.

Meeting closed at 8.40pm