



**GISLINGHAM
PARISH COUNCIL**



Working for our Community

Email: clerk@gislinghamparishcouncil.gov.uk

**DRAFT MINUTES OF THE PARISH COUNCIL MEETING HELD ON
MONDAY 20th April 2026 at 7.00PM**

Present: Cllr C Calver, Cllr Saunders, Cllr C Fell, Cllr K Chapman, Cllr R Gray, Cllr F Oliver, Clerk/RFO – S Budd, CC Cllr J Fleming, 4 members of the public, 2 members of public arrived at 7.20pm

Apologies: Cllr C Tranter

1 Chair welcome and to consider and approve apologies for absence

Cllr F Oliver Vice-Chair welcomed everyone to the meeting, apologies were received from Cllr C Tranter and approved unanimously.

2 To receive Declarations of Interest on agenda items

Cllr C Chapman – Item 16.

3 To consider requests for Dispensations on agenda items

None Received

4 To resolve the draft minutes of the Parish Council Meeting held on 16th March 2026 are a true and correct record.

The draft minutes of the Parish Council Meeting held on 16th March were approved with 3 abstentions.

5 Report from County Councillor

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

Cllr J Fleming discussed the Ecopower Survey, a member of our village raised concerns with the surveys and found it to be very intrusive, Cllr J Fleming has emailed Ecopower and Suffolk County Council regarding the Licence. Cllr J Fleming left at 7.15pm

6 Report from District Councillor

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

7 Public Participation Session

Two additional members of public arrived at 7.20pm.

A resident would like to request a donation for the Summer Fair which will be held in and around the Village Hall this year, the resident requested a donation of £100.00, Cllr F Oliver noted the donation and stated that the council has review donations in March and September, , he proposed we agreed the donation but this would not be payable until September, councillors discussed the proposal and this was seconded by Cllr C Saunders and approved unanimously.

The second request was for the parish Council to purchase a marquee; the Parish Council has purchased 3 marquees over the last 15 years and have requested a 6ft x 4ft marquee at an approximate cost of £850 inc. VAT.

The marquees are used for Flower Festival, Gis-fest and the Summer Fair and can be requested by members of the public.

Some councillors raised concerns with the Health and Safety aspect of the marquees, who is responsible if someone is injured by the marquees, hiring marquees was mentioned but the cost is very expensive. Cllr F Oliver proposed residents to supply a list of parts which need to be replaced so we can get some costings, 2nd Cllr K Chapman, approved with 1 abstention. 3 members of public left at 7.35pm

ACTION: Clerk to obtain prices once list is supplied, investigate who is responsible for insurance of the marquee.

8 Vice-Chair's Report

Nothing significant to report this month.

9 Clerk/RFO Report

- Accounts for March were circulated via email to all Councillors prior to the meeting.

Current Account Balance 31/03/26 – £17973.61

Deposit Account Balance 31/03/26 – £23882.93

Income 2025/26

- HMRC VAT reclaim - £1,758.74

- Mid Suffolk District Council (CIL) - £60805.76

- Mid Suffolk District Council (Precept) - £14400.00

Grants and Donations awarded 2025/26 - £595.75

Accounts 25/26 approved by Full Council

- Neighbourhood CIL Expenditure Report circulated to councillors prior to the meeting approved by full council.
- AGAR Sections 1 and 2 were circulated to Councillors prior to the meeting. Cllr F Oliver proposed approval; seconded by Cllr Saunders and approved unanimously. Section 1 & 2 of the AGAR were signed by the Chair and the Clerk.
- Date set for The Notice of Public Rights – 3rd June to 14th July 2026
- Free litter pick equipment (10 sets) delivered to Clerk and given to M Bryant at the litter pick last month
- Residents raised concerns regarding a survey letter from Ardent on behalf of Econergy asking for a licence granting access to their property got 12 months, there has been know previous correspondence and very little information as to the reason for surveying the property. The resident is asking for support from us and has also contacted CC Cllr J Fleming and DC Cllr R Warboys. Councillors discussed with another resident in attendance and agreed to give full support.
- A member of public stated the time and date of the meeting was not in the Messenger, Council apologized and will arrange dates for The Messenger.
- A resident complained about the play area refurbishment and the amount of litter, in the hedgerows and Woodland area, Clerk sent photos of litter & dog poo bags collected emailed to the councillors, the position of the play area cannot be moved as the Parish Council only lease the small section of the Charity Meadow, will monitor the litter situation.
- Resident emailed regarding litter left by Openreach engineers, issue raised to M Group – a member of the public present will help with the issue raised.
- SID Device / Batteries – costings for 2 batteries £181.40 inc VAT Proposed by Cllr K Chapman, seconded Cllr Oliver approved unanimously.
- Wreath was delivered to David Braybrooks ceremony this afternoon by Cllr C Saunders.
- Damaged signposts on B1113/Back Street and B1113 Allwood Green have been reported to Highways.
- Slow horse sign has been installed on Back Street, one more to be installed at the top of Back Street and Cllr Calver to install two on Mill Street.
- 3 members of public left at 7.55pm

- Defibrillator cabinet, £410.00 + VAT, we can apply for Locality funding from Cllr R Warboys after May elections.
- Traffic Mirror waiting for a response from solicitor on liability issues.
- Meeting dates for 2026/27
 - 18th May 2026 PC meeting followed by AVM
 - 15th June 2026
 - 20th July 2026
 - 17th August 2026
 - 21st September 2026
 - 19th October 2026
 - 16th November 2026
 - 21st December 2026
 - 18th January 2027
 - 15th February 2027
 - 15th March 2027

ACTION: Clerk requested a copy of email sent by Cllr J Fleming, draft a response from the Parish Council, Clerk to forward meeting dates and time to the Messenger. Contact Internal Auditor, Submit CIL report, order SID batteries

10 Selection of a New Chairperson

Cllr C Tranter is stepping down from role of Chair, new Chair will be elected at the Annual Parish Council Meeting on the 18th May

11 Neighbourhood Watch Report

No issues reported in Gislingham, caravan stolen from garden in Haughley damaging fences in the process.

12 Footpath Warden's Report (Martyn Byrant)

No Footpath report received.

13 Speed Indicator Device) (Stuart Wells/Anthony London)

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

14 NSIP's

The next drop-in session is on 14/05/26 11-12, if anyone would like to attend, please contact the Clerk

15 Planning

DC/26/01486 – Piebald House, Mill Street, Gislingham, Eye, Suffolk, IP23 8JT - Erection of a single-story mono-pitched rear extension. Councillors discussed the application and voted and approved with one abstention.

ACTION: Clerk to add comments onto planning portal.

16 Play Area

The play area works are now almost complete, and the Ferris fencing will be removed shortly. We are currently awaiting confirmation regarding the frame for the zip-wire ramp.

The draft lease has also been completed and forwarded to the Gislingham United Charities. the solicitor has advised that the cost for reviewing the lease will be £1,000 + VAT. Proposed by Cllr R Gray, seconded by Cllr Oliver approved with one abstention.

17 Finance

Payments	Amount	Proposed	Seconded	Approved
Admin payment for April	£640.21	Cllr Calver	Cllr Saunders	Unanimous
M Bryant Expenses – Dog signs, post mix Refreshment’s litter pick	£16.17	Cllr Calver	Cllr Saunders	Unanimous
Inn-House Technology CCTV Sim	£25.00	Cllr Calver	Cllr Saunders	Unanimous
Gislingham Village Hall – March	£20.00	Cllr Calver	Cllr Saunders	Unanimous
Suffolk Timber Frames – Install Post/mirror	£127.42	Cllr Calver	Cllr Saunders	Approved, 1 abstention
Birkett’s part invoice for Play Area lease – CIL	£2200.80	Cllr Calver	Cllr Saunders	Unanimous
SALC Membership	£510.00	Cllr Calver	Cllr Saunders	Unanimous
SCC Street Lighting	£1062.77	Cllr Calver	Cllr Saunders	Unanimous
Table Tennis & Bench Assembly	£150.00	Cllr Calver	Cllr Saunders	Unanimous
Playdale completion invoice	£46274.06	Cllr Calver	Cllr Saunders	Unanimous

Date of the next meeting is **18th May 2026** at 6.30pm in Gislingham Village Hall, followed by Annual Village Meeting

Meeting closed at 8.27pm