



**GISLINGHAM  
PARISH COUNCIL**



*Working for our Community*

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

**FINAL MINUTES OF THE PARISH COUNCIL MEETING HELD ON  
MONDAY 19<sup>th</sup> January 2026 at 7.00PM**

**Present:** Cllr C Tranter, Cllr R Gray, Cllr F Oliver, Cllr C Fell, Clerk/RFO – S Budd, DC R Warboys , Cllr K Chapman arrived at 7.05pm, 2 members of public

**Apologies:** Cllr C Saunders, Cllr C Calver & CC Cllr Fleming

**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 C Calver and CC Cllr Fleming 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 17<sup>th</sup> November 2025 are a true and correct record.**

The draft minutes of the Parish Council Meeting held on 17<sup>th</sup> November were approved with 2 abstentions.

**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**

Two members of the public attended to express concerns regarding the withdrawal of the Bury St Edmunds bus service, currently operated by Fairline Coaches, which is due to end on 21 January. Residents highlighted that the service is well used by the villages along its route; on a recent journey, approximately 30 passengers were on board, of whom 28 were pass holders and only two were paying full fare. It was noted that this makes it financially unviable for a private operator.

One resident asked whether the existing Thursday service to Stowmarket could be re-routed to Bury St Edmunds instead. Another queried whether the parish could apply for external funding to help retain the service. Residents also reported that Cllr A. Stringer is involved in efforts to preserve local bus provision.

It was confirmed that funding is currently available to support rural bus services; however, any application would require the backing of our County Councillor, Cllr J Fleming.

**ACTION:** Clerk to seek approval from CC Cllr Fleming & complete application form if approval is given

## **8 Chair's Report**

Nothing much to report which isn't already on the agenda.

A couple of break-ins in neighboring villages but no reports within the village.

## **9 Clerk/RFO Report**

Email/website system migration all completed and was functioning correctly until the old system was switched off, but this has since been resolved. The new system is now fully operational with no outstanding concerns.

- Accounts for November and December circulated were emailed to all Councillors prior to the meeting.
- Quarterly check of accounts carried out and approved by Cllr Tranter.
- Leaves on footpath near school, the resident had a quote of £600.00, waiting for the quote from the head master.
- Litter pick on booked for the 22<sup>nd</sup> March the Mendlesham Scouts will be helping, the more volunteers the better.
- Fly Tipping at Broadfield Close was reported by a resident, this have been reported to SCC.
- We have been given permission from the land owner to install a traffic mirror on the junction Back Street/B1113, on the basis that the Parish Council maintains the mirror and replace if it becomes damaged, quotes for mirrors are as follows:  
450mm £25.79, 600mm £31.19, 650mm £46.99 Councillor's discussed the options, Cllr Tranter proposed 650mm mirror, seconded by Cllr Olivier, approved unanimously.  
Post wooden £49.99 or metal £59.14 Councillor's discussed a decided a metal post was more suitable, proposed by Cllr Fell, seconded Cllr Chapman, approved unanimously.
- The Council has received permission from several landowners to install "Dead Slow – Horse" warning signs on their land. The signs are being provided free of charge, and the wooden stakes required for installation have also been donated.
- The current Village Recorder Leigh Smith advised that she will be stepping down from the role. The Parish Council expressed its thanks for her time, commitment, and contribution to documenting village history. A copy of the report will be an addendum to the minutes.
- 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.

**ACTION: Clerk to order the mirror & posts and horse signs**

## **10 Neighbourhood Watch Report**

Nothing to report this month locally

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

Footpath report with be an addendum to the minutes, Martyn would like to purchase some post-mix for the signs as some have been pulled out and thrown away, Cllr Oliver proposed , seconded by Cllr Tranter, approved unanimously.

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

No report.

## **13 Access off Mill Street**

A number of residents have mentioned the new access on Mill Street, this has been reported to Planning Enforcement.

## **14 School Crossing**

The Parish Council has received emails from residents regarding the safety of children crossing the road to reach the school. The Headteacher has also written to express similar concerns.

These issues were previously discussed by the Council in August 2025, during which the installation of a "20's Plenty" sign was proposed, as the cost of a zebra crossing was estimated to exceed £100,000. Highways and Cllr J. Fleming have been contacted about this matter, and the Council continues to work with them to identify a suitable and effective solution

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

NSIP declined an invitation to attend one of our meetings, felt it would not be appropriate to attend a general meeting at this time. We would encourage members of the community to engage with the examination in order to hear how the various issues are considered. Cotton PC are exploring some form of co-ordination with neighbouring PCs and is hoping to speak at the open hearing and would like to gather as much information as possible, waiting for available dates for Councillors to attend.

## 16 Bus Services

The bus service to Bury St Edmunds on Wednesday's is being withdrawn, I have message Simon Barlett to find out what options we have.

Ian Urwin, the village's long-standing Bus Service & Facebook Co-ordinator has confirmed that he will be stepping down from the role. Ian has carried out this work for many years, liaising with operators and helping to keep residents informed about changes to local services. The Parish Council thank him the contributions he has made to the community.

we will now be seeking a new volunteer to take on the role.

**ACTION: Clerk to follow-up options for Bus Service & advertise volunteer role**

## 17 Defibrillator

The free-standing AED mount has been ordered and once delivered installation will be organized.

The defibrillator pads need replacing, the costs are £120.00 + VAT, Councillor's discussed and agreed that the pads are a necessity, proposed by Cllr Tranter, seconded Cllr Oliver, approved unanimously.

## 18 Planning

No application received.

## 19 Play Area

One amended quotation has been received waiting for the amendments to be completed on the 2<sup>nd</sup> quotation.

**ACTION: Clerk to chase contractor.**

## 20 Finance

Payments	Amount	Proposed	Seconded	Approved
Admin payment for December	<b>£394.61</b>	Cllr Tranter	Cllr Oliver	Unanimous
Admin payment for January	<b>£613.47</b>	Cllr Tranter	Cllr Fell	Unanimous
Inn-House Technology CCTV Sim	<b>£25.00</b>	Cllr Tranter	Cllr Oliver	Unanimous
Gislingham Village Hall - November	<b>£20.00</b>	Cllr Chapman	Cllr Fell	Unanimous
Gislingham Primary School CCTV electric	<b>£50.80</b>	Cllr Tranter	Cllr Calver	Unanimous
SALC Training - Cllr Saunders	<b>£79.20</b>	Cllr Chapman	Cllr Oliver	Unanimous
Free-standing AED mount	<b>£429.34</b>	Cllr Oliver	Cllr Tranter	Unanimous

## 21 Training

None

## 22 Policies

Internet Banking Policy

Disciplinary Policy

Disciplinary Rules

Code of Conduct  
Community Engagement Policy  
Complaints Policy  
Cookies Policy  
Parish Publication Policy  
Handling of DBS Certification Information Policy  
Recruitment of Ex Offenders (DBS Checks) Policy

Councillors reviewed the policies listed above. An amendment to the Internet Banking Policy was proposed, specifying the use of **BACS payments where possible**. This change was proposed by Cllr Tranter, seconded by Cllr Chapman, and approved unanimously.

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

Meeting closed at 8.45pm