



**GISLINGHAM  
PARISH COUNCIL**



*Working for our Community*

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**DRAFT MINUTES OF THE PARISH COUNCIL MEETING HELD ON  
MONDAY 20<sup>th</sup> 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 16<sup>th</sup> March 2026 are a true and correct record.**

The draft minutes of the Parish Council Meeting held on 16<sup>th</sup> 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 6m x 4m 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 C Saunder proposed we purchase a new marquee, this was not seconded, Cllr F Oliver proposed residents to supply a list of parts which need to be replaced so we can get some costings, 2<sup>nd</sup> Cllr K Chapman, approved with 1 against.

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
  - 18<sup>th</sup> May 2026 PC meeting followed by AVM
  - 15<sup>th</sup> June 2026
  - 20<sup>th</sup> July 2026
  - 17<sup>th</sup> August 2026
  - 21<sup>st</sup> September 2026
  - 19<sup>th</sup> October 2026
  - 16<sup>th</sup> November 2026
  - 21<sup>st</sup> December 2026
  - 18<sup>th</sup> January 2027
  - 15<sup>th</sup> February 2027
  - 15<sup>th</sup> 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 18<sup>th</sup> 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

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

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

Meeting closed at 8.27pm