

**GISSING PARISH COUNCIL**  
**Minutes of the Parish Council Meeting**  
**On Tuesday 14<sup>th</sup> January 2020 7.30 pm**  
**at Gissing Community Building**

**Councillors Present:** Cllr J Cromley (Chair), Cllr D Eddington, Cllr Mike Harrowven, and Cllr S Sell

**In attendance:** Sara Campbell (Parish Clerk), Mr C Willett, District Councillor James Easter and 3 members of the public.

1.	<p><b>To record apologies for absence</b>  Apologies were received and accepted from Cllr Matthew Harrowven.</p>	
2.	<p><b>To record declarations of interest in items on the agenda</b>  None</p>	
3.	<p><b>To approve the Minutes of the previous meeting held on 12<sup>th</sup> November, 2019:</b>  The minutes of the meeting held on 14 January 2020 previously circulated to all Members of the Council were unanimously agreed.</p>	
4.	<p><b>Adjourn the meeting at 7.32 pm to allow public participation:</b></p> <p>4.1 There were no issues raised by the Parishioners in attendance.</p> <p>4.2 District Councillor James Easter had managed to find out more details of the terms of the lease. A fifteen-year lease was given 1<sup>st</sup> March 2018 with a break clause after seven and eleven years with a use only for horticulture. Councillors asked the value of the lease and where the money was going. District Cllr Easter to continue investigations.</p> <p>The Council reiterated that this is an ideal location for housing as there is already a community there and the site would take up to six houses.</p> <p>District Cllr Easter is supporting a funding application for a new lawn mower from the Bowls Club.</p>	
5.	<p><b>Meeting Re-convene at 7.55 pm</b></p>	
6.	<p><b>To receive the Clerks Report:</b>  The Clerk brought to the attention of the Council:</p> <ul style="list-style-type: none"> <li>• A letter from CPRE Norfolk regarding the GNLP</li> <li>• Email from South Norfolk Council regarding a Conservation Area Appraisal for Gissing Conservation Area – arrange for Cllr Cromley and Cllr Eddington to meet with the Senior Heritage &amp; Design Officer.</li> </ul>	
7.	<p><b>To receive an update on the piece of land offered to the Parish Council by a local parishioner on a long term lease to create a parish orchard.</b>  Clive Willet solicitor with Willett &amp; Co Solicitors in Bury St Edmunds updated the Council on the lease for the above land. The lease will be for 99 years, the land is for the use an orchard it will be amenity land and for trees. The lease expresses “native trees”, a discussion was held regarding the planting of fruit trees as these are not native it was decided that this should read heritage fruit trees. The Parish</p>	

	Council will be responsible for stock fencing the eastern boundary which abuts the existing meadow.	
8.	<b>To receive an update on the sale of the Village Hall:</b> Clive Willet solicitor with Willett & Co Solicitors in Bury St Edmunds, updated the Council on the current position.	
	<b>8.1 To agree to reapply for Planning Permission:</b> The planning was granted on 4/12/2017 the Council will need to consider re-application.	
9.	<b>To discuss the plans for the completion of the Gissing Community Building carpark:</b>  The Council decided not to use the Parish Partnership Funding for improving just the entrance to the Car Park. Cllr Sell will fill the current potholes. Consider funding next year. Councillors discussed charging the frequent user groups for use of the carpark to pay for the ongoing maintenance. Add to Agenda for further discussion at the March meeting.	
10.	<b>To discuss general highways issues including the railway bridge:</b> <ul style="list-style-type: none"> <li>• The purchase of a SAM2 machine was agreed in the budget for 2020/21, the Clerk has put in an application for Parish Partnership Funding for the SAMs machine and a decision will be received in March 2020.</li> <li>• Railway Bridge - Highways have put new post and rail up. Clerk to contact Network Rail to establish if they consider this fencing to be an acceptable safety precaution.</li> <li>• Clerk to report potholes in Grove Road outside Harrolds.</li> </ul>	Clerk
11.	<b>To receive an update on the refurbishment and replacement of noticeboards:</b>  This is an ongoing project. Noticeboard by The Crown is looking tatty consider buying a replacement.	Cllr Sell
12.	<b>To receive an update from the Parish Survey Working Group:</b> Cllr Harrowven is starting to collate all the information and will provide a report of what people want.	
13.	<b>To receive an update on the withdrawal of the planning application on the brown field site:</b> This was covered with District Councillor Easter, councillors had nothing to add.	
14.	<b>To comment on and/or Approve/Refuse any current planning applications: 2020/0003</b> <b>Applicant:</b> Mr & Mrs Bradley and Cathy Smith <b>Location:</b> 2 Malthouse Farm Barns Malthouse Lane Gissing IP22 5UT <b>Proposal:</b> Change of use of land from farmland to residential and two new detached garages <b>Parish Council Decision:</b> Object as the new entrance will cross over a public right of way.	
15.	<b>To receive and update on any previous planning applications:</b> None	
16.	<b>FINANCE</b>	
16.1	<b>AUTHORISATION FOR PAYMENT:</b>	

PAY TYPE	PAYEE	DESCRIPTION	ACTUAL AMOUNT	VAT
100675	Willet & Co	Legal Expenses (Orchard Lease)	1,350.00	
100676	Sara Campbell	Salary & Expenses	257.20	
100677	South Norfolk	Dog Bins	172.44	
100678	Heart of Gissing	Hall Hire	14.00	
100679	Mike Harrowven	Stationery – Parish Survey	52.80	
<b>TOTAL £</b>			<b>1,846.44</b>	

Proposed Cllr Harrowven, seconded Cllr Cromley and unanimously agreed.

#### RECEIPTS THIS MONTH:

Date	Account	Received From	Amount
			2,07

#### 16.2 RESPONSIBLE FINANCE OFFICER REPORT:

Details	CR	DR	
Cash Book Balance Brought Forward (Community Account 00473138) <b>A</b>	11,417.82		
Receipts this month (Community Account) listed above): <b>B</b>			
Payments this month (listed above): <b>C</b>		1,846.44	
Cash Book Balance Carried Forward (=A+B-C) <b>Community Account Balance</b>			<b>9,571.38</b>
<b>Reserve account</b> (Business Premium 50340898) Opening Balance £362.96			
Interest 3-6-19	0.18		
Interest 2-9-19	0.18		
Interest 2/12/19	0.18		<b>363.50</b>
<b>Allocated Funds (Listed Below) =</b>			<b>(5,230.72)</b>
<b>Community Account + Reserve Account - Allocated Funds = AVAILABLE TO SPEND</b>			<b>£4,704.16</b>

#### 16.3 ALLOCATED FUNDS

Details	Balance 1/4/18	CR/DR	Balance
Dr J B Philip Memorial Fund	1,610.00		<b>1,610.00</b>
CIL		CR 2,072.87 CR 1,547.85	<b>3,620.72</b>
<b>TOTAL £</b>	<b>1,610.00</b>		<b>5,230.72</b>

#### PARISH LAND ACCOUNTS

Business Premium 50573639 (£1,264.42 1/4/19) Dividend and Interest June/July COIF Account 45216001T (460 units held)		CR 61.30	<b>1,325.72</b> <b>7,165.24</b>
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17.	<p><b>To approve the 20/21 Annual Budget and the 20/21 Precept Request:</b></p> <p>The Clerk presented the proposed budget for 2021. The Council proposed an increase in parish expenses by £644 taking the total Parish Expenditure to £5,944 this represents a 13.21% increase. A Band D property in the parish will contribute £56.08 to the Parish Council. This is a £6.55 increase per Band D property. This was unanimously agreed. The Council will submit a Precept Request to South Norfolk Council for £5,944. The reason for a significant increase is to provide a SAM2 machine for the village to assist with the control of speeding vehicles in the parish.</p>		
18.	<p><b>To consider the content for the Spring Newsletter:</b></p> <p>Cllr Harrowven is going to prepare the Spring Newsletter to be distributed in February.</p>		
19.	<p><b>To receive an update on Correspondence received:</b></p> <p>The correspondence list was circulated to Councillors if any Councillor would like a copy of the correspondence please contact the Clerk.</p>		
20.	<p><b>To receive and discuss items from Parish Councillors:</b></p> <p><b>Cllr Mike Harrowven</b></p> <ul style="list-style-type: none"> <li>• <b>B4RN</b> - Still working on taking the cable under the crossing.</li> </ul>		
21.	<p><b>To agree the proposed time and date of next meeting:</b> The next meeting will be held on 10 March 2020 at 7.30pm, Gissing Community Building.</p>		
	<p><b>Meeting Closed at 9.56 pm</b></p>		